


FORM A-1

TEACHER EVALUATION SURVEY PROVIDERS
TECHNICAL PROPOSAL - APPLICATION

Please check the most appropriate category:

This Teacher Evaluation Survey is intended for use:		
<input type="checkbox"/>	School-wide	<input checked="" type="checkbox"/> District-wide
This Teacher Evaluation Survey is intended for use in the following grade levels:		
<input type="checkbox"/> Pre-K	<input type="checkbox"/> Kindergarten	<input type="checkbox"/> Grade 1
<input type="checkbox"/> Grade 2	<input checked="" type="checkbox"/> Grade 3	<input checked="" type="checkbox"/> Grade 4
<input checked="" type="checkbox"/> Grade 5	<input checked="" type="checkbox"/> Grade 6	<input checked="" type="checkbox"/> Grade 7
<input checked="" type="checkbox"/> Grade 8	<input checked="" type="checkbox"/> Grade 9	<input checked="" type="checkbox"/> Grade 10
<input checked="" type="checkbox"/> Grade 11	<input checked="" type="checkbox"/> Grade 12	
This Teacher Evaluation Survey is intended for use by the following respondent(s):		
<input checked="" type="checkbox"/>	Students	
<input type="checkbox"/>	Parents / Guardians / Families	

*** A full application with all required materials, including this cover page, shall be submitted for each survey instrument. Your survey(s) must be attached in the Appendix section of your submission.**



FORM A-1

**PRINCIPAL EVALUATION SURVEY PROVIDERS
TECHNICAL PROPOSAL - APPLICATION**

Please check the most appropriate category:

<p>This Principal Evaluation Survey is intended for use:</p> <p style="text-align: center;"> <input type="checkbox"/> School-wide <input type="checkbox"/> District-wide </p>															
<p>This Principal Evaluation Survey is intended for use in the following grade levels:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><input type="checkbox"/> Pre-K</td> <td style="width: 33%;"><input type="checkbox"/> Kindergarten</td> <td style="width: 33%;"><input type="checkbox"/> Grade 1</td> </tr> <tr> <td><input type="checkbox"/> Grade 2</td> <td><input type="checkbox"/> Grade 3</td> <td><input type="checkbox"/> Grade 4</td> </tr> <tr> <td><input type="checkbox"/> Grade 5</td> <td><input type="checkbox"/> Grade 6</td> <td><input type="checkbox"/> Grade 7</td> </tr> <tr> <td><input type="checkbox"/> Grade 8</td> <td><input type="checkbox"/> Grade 9</td> <td><input type="checkbox"/> Grade 10</td> </tr> <tr> <td><input type="checkbox"/> Grade 11</td> <td><input type="checkbox"/> Grade 12</td> <td></td> </tr> </table>	<input type="checkbox"/> Pre-K	<input type="checkbox"/> Kindergarten	<input type="checkbox"/> Grade 1	<input type="checkbox"/> Grade 2	<input type="checkbox"/> Grade 3	<input type="checkbox"/> Grade 4	<input type="checkbox"/> Grade 5	<input type="checkbox"/> Grade 6	<input type="checkbox"/> Grade 7	<input type="checkbox"/> Grade 8	<input type="checkbox"/> Grade 9	<input type="checkbox"/> Grade 10	<input type="checkbox"/> Grade 11	<input type="checkbox"/> Grade 12	
<input type="checkbox"/> Pre-K	<input type="checkbox"/> Kindergarten	<input type="checkbox"/> Grade 1													
<input type="checkbox"/> Grade 2	<input type="checkbox"/> Grade 3	<input type="checkbox"/> Grade 4													
<input type="checkbox"/> Grade 5	<input type="checkbox"/> Grade 6	<input type="checkbox"/> Grade 7													
<input type="checkbox"/> Grade 8	<input type="checkbox"/> Grade 9	<input type="checkbox"/> Grade 10													
<input type="checkbox"/> Grade 11	<input type="checkbox"/> Grade 12														
<p>This Principal Evaluation Survey is intended for use by the following audience(s):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Students <input type="checkbox"/> Parents / Guardians / Families <input type="checkbox"/> Teachers 															

*** A full application with all required materials, including this cover page, shall be submitted for each survey instrument. Your survey(s) must be attached in the Appendix section of your submission.**



**TEACHER AND PRINCIPAL EVALUATION SURVEY PROVIDERS
TECHNICAL PROPOSAL – SURVEY DESIGN AND IMPLEMENTATION**

Survey Design and Implementation (INFORMATION-ONLY):

In this section, the applicant should present evidence that its submitted survey instrument has a demonstrated record of effectiveness in contributing to teacher and/or principal achievement.

<p>1. Describe and detail any empirical or statistical evidence of demonstrated professional achievement for teachers and/or principals over time as a result of provider services.</p>	<p>Clearly labeled tables or graphs depicting this improvement should be submitted as appendices.</p> <p>In the interest of improving the student survey, a teacher response survey was distributed to all participating teachers after they received their feedback reports. Teachers were asked a about a variety of topics including how accurate they felt the results were, what they found most and least helpful about the results, and whether or not results will influence their classroom practice in the coming year. A list of key questions and a summary of teacher responses is presented below.</p> <p>Will your student survey feedback influence your teaching next year? How? If not, why not?</p> <ul style="list-style-type: none"> • 79.2% of teachers indicated that the survey feedback will influence their teaching next year. <p>Did you find the results from your survey helpful?</p> <ul style="list-style-type: none"> • 77.1% of teachers indicated that the survey was either Very Helpful or Somewhat Helpful. <p>Did you find your results to be accurate?</p> <ul style="list-style-type: none"> • 75% of teachers indicated that the survey was either Very Accurate or Somewhat Accurate.
<p>2. What is the methodology used to collect evidence of the demonstrated professional achievement for teachers or principals (i.e. measures and analyses used, comparison groups, etc.)?</p>	<p>Following the pilot work in Georgia as part of Race to the Top, a survey was distributed to all teachers that participated and received feedback reports. The survey questions are attached in Appendix E. A total of 96 teachers have responded to the survey. Responses have yielded several interesting findings regarding how teachers intend to use results, teachers’ perceptions of the student survey, and ways that the student survey could be improved to be more accessible to students and more reflective of teacher practice.</p>
<p>3. What type of research design has been established to support these findings? (e.g., experimental, non-experimental, quasi-experimental, etc.)</p>	<p>The research design was based on self-reporting from teachers. It was non-experimental as the survey information was intended only for teachers that received feedback reports and therefore it would not be appropriate to collect information from a comparison group</p>

<p>4. Describe and detail the proposed scoring or rating system associated with the survey being submitted that a district can use to distinguish among educators.</p> <p>Please note: Distinguishing among educators with this survey is collectively bargained. Districts and their collective bargaining units will determine whether to adopt the proposed method for distinguishing.</p>	<p>that did not receive feedback reports.</p> <p>Clearly labeled tables or charts depicting this scoring/rating system should be submitted as appendices.</p> <p>My Student Survey provides web-based, interactive teacher reports that allow teachers to see overall scores, categories scores, and item level information. It also provides teachers with Areas of Strength and Areas of Focus to allow them to have next steps and focused professional development. The survey translates to four levels of effectiveness (Highly Effective, Effective, Developing, and Basic) that are presented as 1 to 4 effectiveness ratings. As shown in Apendix D, My Student Survey has created a recommended cutoff for each performance rating. However, My Student Survey also provides the distribution of teacher scores to districts and provides districts the flexibility to determine what score ranges are assigned to each performance rating so that this determination can be made during the collective bargaining process.</p>
<p>5. Describe and detail your organization’s demonstrated ability to adapt and sustain the submitted survey to align with the requested needs of participating LEAs.</p>	<p>My Student Survey has been sought out by statewide organizations and districts around the country because of our interest and ability to do survey customization aligned to a state or district teacher evaluation rubrics. Customizing a survey goes beyond merely editing questions as each question has to be evaluated and piloted before it can be used reliably in a student survey that is part of a teacher's evaluation. Survey customization is an additional cost beyond survey administration, but can be done at the state level, by a consortium of districts or by one district.</p>



**TEACHER AND PRINCIPAL EVALUATION SURVEY PROVIDERS
TECHNICAL PROPOSAL – ORGANIZATIONAL CAPACITY**

Organizational Capacity (INFORMATION-ONLY):

In this section, the applicant should demonstrate that it has adequate human, organizational, and technical resources to provide the proposed teacher and/or principal evaluation survey services.

<p>1. A description of the organization, including information such as length of time in operation, number of existing locations, number of staff, an organizational chart, etc.</p>	<p>My Student Survey has been providing student survey administration and teacher evaluation consulting for four years to educators around the United States. My Student Survey is based in Baltimore, MD and has a staff of six. See Appendix G for an organizational chart.</p>
<p>2. A brief description of the organization’s history of providing similar teacher and/or principal evaluation services, including the outcomes achieved, number of previous contracts, the diversity of clients, the number of students served, etc.</p>	<p>The STeP survey was developed by My Student Survey beginning in 2009 by Dr. Ryan Balch at Vanderbilt University's Peabody School of Education. The survey was piloted in the State of Georgia during the 2010-2011 academic year as part of their Race To the Top initiative. Since then, My Student Survey has provided student survey services including survey administration, survey reports and custom design survey work to districts and schools around the United States.</p>
<p>3. Information as to whether the organization has been approved as a teacher and/or principal evaluation service provider in another state and specify such state(s).</p>	<p>My Student Survey's STeP survey has been approved for use in grades 3-12 in the state of Ohio for use in the teacher evaluation process.</p>



FORM D

**TEACHER AND PRINCIPAL EVALUATION SURVEY PROVIDERS
Assurances and Signature**

In submitting this application to be included in the State Education Department’s Teacher and Principal Survey instrument Service Provider list, I certify that:

1. The organization will comply with all applicable Federal, State and local health, safety, and civil rights laws.
2. All individuals employed by or otherwise associated with the organization, who will have direct contact with eligible teachers, principals, or students, will be subject to all of the fingerprint and criminal history record check requirements contained in law, including, Education Law §§305(30), 1125(3), 1604(39), 1604(40), 1709(39), 1709(40), 1804(9), 1804(10), 1950(4)(ll), 1950(4)(mm), 2503(18), 2503(19), 2554(25), 2554(26), 2590-h (20), 2854(3)(a-2), 2854(3)(a-3), 3035 and Part 87 of the regulations of the Commissioner of Education.
3. All instruction and content will be secular, neutral, and non-ideological.
4. All instruction and content provided to LEAs will be aligned to the applicable professional standards of practice for teachers and/or principals, including but not limited to, the New York State Teaching Standards, ISLCC 2008 Leadership standards, New York State Education Law, and the Commissioner’s regulations.
5. The organization is fiscally sound and will be able to complete services to the eligible local educational agency.

The undersigned hereby certifies that I am an individual authorized to act on behalf of the organization in submitting this application and assurances. I certify that all of the information provided herein is true and accurate, to the best of my knowledge. I understand that, if any of the information contained herein is found to have been deliberately misrepresented, that may constitute grounds for denying the applicant’s request for approval to be placed in the list of Teacher and Principal Survey instrument Service Providers or for removal from that same list. I further certify that the organization will comply with all of the assurances set forth herein.

1. Name of Organization (PLEASE PRINT/TYPE) My Student Survey LLC	4. Signature of Authorized Representative (PLEASE USE BLUE INK)
2. Name of Authorized Representative (PLEASE PRINT/TYPE) Graham Balch	5. Date Signed
3. Title of Authorized Representative (PLEASE PRINT/TYPE) Director of Business Development	