



Earn  
**12 SCECHs**  
by participating  
in this event!

# Basic Training

November 2 & 3, 2016

Southgate  
Community  
School District  
Southgate, MI



## Who Should Attend?

- Evaluators responsible for building- and district-level administrator evaluation
- Administrators who will be evaluated using the School ADvance rubrics and system



## Details

**Dates:** November 2 & 3, 2016

**Location:**

Southgate Community School District  
Gerisch Media Center  
12601 McCann  
Southgate, MI 48195

**Format:** 2-day

- Wednesday: 11:00 a.m. - 6:15 p.m.
- Thursday: 8:00 a.m. - 3:45 p.m.

**Contact:**

Jill Pastor at 734-282-2861,  
email at [pastorj@sgate.k12.mi.us](mailto:pastorj@sgate.k12.mi.us) or  
MASA—(517) 327-5910;  
[mitchsmith@gomasa.org](mailto:mitchsmith@gomasa.org)

**Register:** Online at  
<http://www.masaeseries.org/source/Events/Event.cfm?Event=SAT107>

Or complete the registration form and  
fax to 517-327-0779

This two-day training event is for any administrator who will evaluate OR be evaluated using the School ADvance Administrator Evaluation System.

*Includes: Customization guidance, all materials, and unlimited access to web-based refresher training modules.*



## What Will Participants Gain?

- ✓ Introduction and overview of the School ADvance Administrator Evaluation System
- ✓ Introduction to the full and summary Principal and District Leader rubrics
  - ✓ Matching the rubrics to job responsibilities and establishing priority performance areas
  - ✓ Beginning to identify performance evidence
- ✓ Planning the evaluation cycle and formative and summative processes
  - ✓ Establishing a baseline self assessment
  - ✓ Collecting and documenting performance evidence
  - ✓ Goal setting, growth plans, and performance conferencing
- ✓ Developing rater and inter-rater reliability
- ✓ Planning for implementation.
- ✓ Accessing a Web-based refresher training modules for all users