



Our Staff Evaluation system manages more than paperwork—it manages your process, including forms, meetings with teachers, timely feedback and a chronology of teacher growth.

Your district—your forms.

- The Realtime Staff Evaluation module will work with any framework or instrument, as well as various teacher observation rubrics, principal evaluations, specialized walkthrough forms, and evaluations of non-certificated staff across the district.
- Since it is event-driven, it handles documentation of Pre/Post-Observation Conferences, Formal Observations, Walk-Throughs, Action Plans, Student Growth Objectives, Professional Development Plans, and Annual Summative Evaluations.
- District forms associated with Pre/Post Observation Conferences, End-of-Year Reflection, or professional

development goals can be sent to staff members as a survey through the Realtime notification system.

- The evaluator or the evaluated staff member can attach artifacts to the evaluation document.
- Customize your evaluation with features such as a Scripting Page, a Summary Page for final narrative notes, a Title and Signature Page on a district created letterhead, as well as rubric evidence/predefined statements for easy input into the Observation.
- Self-Evaluations are available for staff and can be based upon any given rubric.

Reporting and Analyzing

- Reportable data includes details from the implementation of the teaching observation rubric, observation scores or evidence, proof of mastery, and success in calibration, all stored in a format that can be accessed and used by the district when needed.
- Allows for calibration of Evaluators specific to their application of the teaching practice instrument to ensure continued accuracy and consistency in ratings (inter-rater reliability).
- Provides additional reporting features, including the tracking of student growth as well as staff development.

- Automatically populate/maintain the scores necessary for exporting the Staff Evaluation Submission to the NJDOE.
- Run various reports based on cumulative scores, averages, and performance ratings.
- Compare rubric domain component averages by evaluator or analyze performance ratings by rubric subdomain or component.
- Display current and prior year's summative data on the Title/Signature page for progress analyzation.

Management and Scheduling

- Easily plan and assign evaluation events for evaluators en-mass and provide a running record of the number of evaluations assigned to each evaluator.
- Set a Security Matrix to control evaluation access for each evaluator.
- Provides for evaluators to co-observe staff members.
- Scheduling observations is easy with access to a staff summary, which includes evaluation events, staff's schedule, staff's attendance, SGO details, PDP details, and CEC details. Since it is tied to the SMID data (personnel), it knows certifications, and tenure status as well.
- Manage evaluations by "to-do list" or calendar to schedule observations
- Send notifications to the evaluated staff member for Pre/Post Observation survey completion and meeting invitations, includes RSVPs and return receipt options, and documents all associated meeting notes and outcomes.