



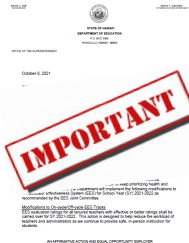
Educator Effectiveness System

January 2022



SY2021-22 EES Manual

Click on the link
Also located on the
hawaiipublicschools.org site



MEMO: EES Adjustments for SY2021-2022 (October 8, 2021)

2021-2022 EES FAQ and Resources



This is for Single Track; refer to the EES Manual for multitrack schedules

JANUARY 2022						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
	1st Sem Ending Conferences				★	
9	10	11	12	13	14	15
					★	
16	17	18	19	20	21	22
					★	
23	24	25	26	27	28	29
30	31					

★ 1/7/22

- Evaluators finalize 1st Sem **SSP/SSIO** end-of-term rating
- Evaluators finalize 1st Sem **Observation** ratings in PDE³

★ 1/14/22

- Evaluators approve mid-term Year-long **SSP/SSIO** in PDE³

★ 1/21/22

- **EES Track Movement:** Deadline for moving a teacher from Off Cycle teacher to On Cycle for SY 2021-2022

Upcoming

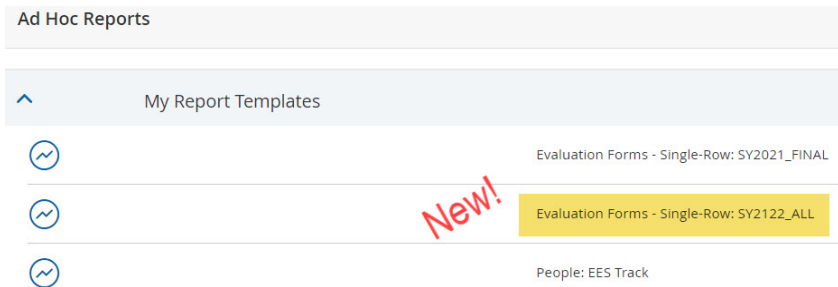
2/4/22

- Evaluators approve 2nd Sem SSP/SSIO in PDE³
 - 2/7-4/29: Teachers implement SSP/SSIO

THINGS TO DO



Check your progress by running an Ad Hoc Report in PDE3



- ✓ Identified track
- ✓ Track overrides
- ✓ Ob Cycle 1 & 2 Pre-Conf, Obs, and Post-Conf Time/Date* (for CT & NCT)
- ✓ WP Beginning & Ending conference dates
- ✓ SSP/SSIO Beg of Term & End of Term conference dates
- ✓ SSP/SSIO Approval Status
- ✓ CP Beginning & Ending conference dates
- ✓ PDP conference date

Complex Area EES Leads

- Run **People: EES Track** ad hoc report in PDE3
 - Check for **NEW HIRES** and:
 - **On Cycle:** All Probationary teachers (F4), tenured teachers (F1) with No EES Rating or less than Effective rating for SY2020-2021
 - **Off Cycle:** All tenured teachers with an Effective or Higher rating for SY2020-2021
 - **Unable to Complete Evaluation:** All Emergency Hires (ex. F5, FW, and non-probationary FTs)
- Inform EES Help Desk of **teachers missing in PDE3 or discrepancies in EES tracks**
- Run **Evaluation Forms – Single Row: SY2122_ALL** ad hoc report in PDE3

School/Office Administrators

- Run **People: EES Track** ad hoc report in PDE3
 - Check for **NEW HIRES** and:
 - **On Cycle:** All Probationary teachers, tenured teachers with No EES Rating or less than Effective rating for SY2020-2021
 - **Off Cycle:** All tenured teachers with an Effective or Higher rating for SY2020-2021
 - **Unable to Complete Evaluation:** All Emergency Hires (ex. F5, FW, and non-probationary FTs)
- Inform Complex Area EES Leads of **teachers missing in PDE3 or discrepancies in EES tracks**
- Run **Evaluation Forms – Single Row: SY2122_ALL** ad hoc report in PDE3



Office of Talent Management (OTM) will be conducting its **final Overview Training for Teachers New to EES** for this school year!

- **January 11 and 13**

From 3:00 – 4:30 pm through Zoom/WebEx. Teacher must attend **both** days to complete the training. Contact your Complex Area EES Lead to add your new teacher to the list!

Contact your **Complex Area EES Lead** (see the DOE intranet – EES page for contact information)

For questions, call the EES Help Desk @ 586-4072

NEED HELP?