

## Memorandum

**To:** Illinois State Board of Education  
**Fr:** Teachscape  
**Date:** August 9, 2012  
**Re:** Retest Option For Illinois Evaluators

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The current policy calls for evaluators to have two compete testing rounds to demonstrate proficiency in the Framework for Teaching FT through Module 2. ISBE has requested that Teachscape provide additional testing rounds for Evaluators who fail the first two rounds. Teachscape is pleased to offer a two additional testing rounds, starting in December, to these Evaluators under the following conditions:

1. The new testing rounds (Rounds 3 and 4) will be available in December 2012, not before.
2. New training and scoring practice will also be available on December 1.
3. Evaluators will not be charged for access to additional testing rounds, but they will be required, and must agree, to complete the new training and scoring practice before attempting Rounds 3 and 4 of the test.
4. Illinois Evaluators who elect to take Rounds 3 and 4 must contact the Consortium For Educational Change at least seven days before they would like to begin training and scoring practice for Rounds 3 and 4 (but no sooner than December 1, 2012).
5. Evaluators will receive a new account to the system, for which they will need to provide a different e-mail address than the one used for the first two testing rounds.
6. For test security reasons, Illinois Evaluators who request access to Rounds 3 and 4 will receive access to the test and the associated training for no more than ninety days;
7. Requests for access to Rounds 3 and 4 will be honored until March 31, 2013, after which time no new requests to retest will be honored.
8. Evaluators who request Rounds 3 and 4 will be advised and should acknowledge that the new test forms used in Rounds 3 and 4 will be based on the 2012-2013 version of Charlotte Danielson's Framework For Teaching, and as such there are modest changes in the language of the instrument.
9. Evaluators will be given up to two additional complete rounds\* of the test with the retake. Evaluators who pass Round 3 will be considered proficient. Evaluators who fail Round 3 will be given one final opportunity in Round 4, after a lock-out period of 14 days.
10. Any principal who fails both Round 3 and Round 4 of testing will not be given any additional opportunities to take the test.
11. Evaluators will be expected to abide by all test-taking policies established by Teachscape and its partners, Educational Testing Service and Charlotte Danielson.

\* Each testing rounds includes up to two attempts at each stage. Please see the attached detailed description of the protocol for Rounds 3 and 4.

## Proposed Protocol for Rounds 3 and 4 of Proficiency Testing

**After December 1, Evaluators who have failed two testing Rounds (Rounds 1 and 2) will be given two additional testing opportunities: Rounds 3 and 4.**

- **Round 3:**

All evaluators will start Round 3 with stage 1.

- The evaluator will have two attempts to pass stage 1.
- If the evaluator does not pass stage 1 after two attempts, they will have failed Round 3 and will move to Round 4 after a lock-out period of 14 days.
- If the evaluator passes stage 1, they will move on to stage 2.

Evaluators who pass stage 1 in Round 3 will have two attempts to pass stage 2.

- If the evaluator passes stage 2 during Round 3, they will be deemed proficient and their testing will be complete.
- If the evaluator does not pass stage 2 after two attempts, they will have failed Round 3 and will move to Round 4 after a lock-out period of 14 days.

- **Round 4:**

Evaluators who fail Round 3 will need to take remediation during the 14-day lock-out period and then will be given access to Round 4. Evaluators will enter Round 4 at either stage 1 or stage 2, depending on their performance in Round 3.

If the evaluator fails Round 3 at stage 1, they will begin Round 4 at stage 1.

- The evaluator will have two attempts to pass stage 1.
- If the evaluator does not pass stage 1 after two attempts, they will have failed the Round 4 and they will have no additional opportunities to test.
- If the evaluator passes stage 1, they will move on to stage 2 of the Round 4, and will be given two attempts to pass Stage 2 of the Round 4.
- If the evaluator passes Stage 2 within two attempts, they will be deemed proficient and their testing will be complete.
- If the evaluator fails to pass Stage 2 in two attempts during Round 4, they will have failed the Round 4 and they will have no additional opportunities to test.

If the evaluator passes stage 1 in Round 3, but fails in stage 2 of Round 3, they will need to take remediation through the 14-day lock-out period, and then will start Round 4 in stage 2.

- The evaluator will have two attempts to pass stage 2 of Round 4
- If the evaluator passes Stage 2 within two attempts, they will be deemed proficient and their testing will be complete.
- If the evaluator fails to pass Stage 2 in two attempts, they will have failed the Round 4 and they will have no additional opportunities to test.