

ARIZONA SCHOOL ADMINISTRATORS

Qualified Evaluator Training-Level I

Relevant Evaluations In Today's Schools



**---space is limited --
27 participants per training**

Training workshops are held at the
ASA Office unless indicated.

TIME: 7:30 a.m. 8:00 a.m. Registration
8:00 a.m. 3:30 p.m. Training
boxed lunch included
(if you have a special diet, you are
encouraged to bring your own lunch)

NO WALK-INS WILL BE ACCEPTED
Email registration confirmation
must come from the ASA Office
NOT your school or district

Call the ASA Office to make
sure you are registered before attending.



1910 W. Washington St., Phx, AZ 85009
Phone: (602) 252 0361 / 1 800 252 0361
FAX: (602) 252 8862 www.azsa.org

This two day training workshop focuses on the components and techniques of observing and evaluating classroom instruction. In order to fulfill the training objectives and receive Qualified Evaluator Certificate participants must be present both days.

Training Objectives

- Understand the purposes of the evaluation process
- Understand the essential components of Arizona's evaluation requirements
- Distinguish between observation and evaluation
- Understand how to integrate supervision in the evaluation process
- Identify and apply criteria used to evaluate a teacher's effectiveness
- Accurately record and analyze evidence of the criteria in lessons
- Identify evaluation timelines
- Understand how to achieve inter-rater reliability in the evaluation process
- Select appropriate objectives for both observation and evaluation conferences
- Plan and conduct an effective post observation conference
- Plan and conduct an effective evaluation conference
- Understand the use of human relations skills in the conferencing process
- Understand how to collect and organize documentation of all aspects of a teacher's performance
- Understand how to develop professional growth plans

REGISTRATION

NAME _____ POSITION _____
 DISTRICT _____ SCHOOL _____
 ADDRESS _____ CITY _____ ZIP _____
 PHONE (____) _____ E-MAIL _____
ASA WILL EMAIL YOU YOUR REGISTRATION CONFIRMATION

NO REFUNDS or RESCHEDULING

FEES: ___ \$240 ASA Member (member# _____) ___ \$440 Non-Member

2019-20 TRAINING DATES:

___ July 11-12 ___ Aug. 15-16 ___ Sept. 4-5 (Tucson) ___ Sept. 9-10 (Prescott)
 ___ Oct. 10-11 ___ Jan. 13-14

ASA Must Receive Form with P.O. or Check to Register

(DO NOT send Form by itself-we cannot hold spots)

ASA, 1910 W. Washington St., Phoenix, AZ 85009
 Email: johnh@azsa.org FAX: 602-252-8862

Credit Card Payment -\$5.00 service fee (only Visa, Mastercard, Discover accepted)
 (First email form to carmen@azsa.org, then call ASA with card information)

ASA OFFICE USE ONLY- do not write below

R-4063

CH# _____ PO# _____ INV# _____ DEP# _____ TOTAL _____