

Role of the PDEP Consultant

1. What is a PDEP Consultant?

PDEP stands for Professional Development and Evaluation_Plan Consultant. There are two teachers in the district who serve as consultants:

- Michael Brownstein for teachers K-5 Michael_Brownstein@westport.k12.ct.us
- Lynn Washington for teachers 6-12 lynn_washington@westport.k12.ct.us or 341-1595

2. What does a PDEP Consultant do?

- work with teachers informally to provide feedback and suggestions about all aspects of the job
- serve as a resource for any teachers or administrators regarding the PDEP process
- serve as a liaison between the administration and the teacher with respect to teacher evaluation and teacher performance
- serve as a resource for the teacher and union representative monitor tenured and non-tenured teachers placed on an Assistance Plan for not meeting expectations as set forth in teacher evaluation model

3. The PDEP Consultant is NOT a union position.

4. From the PDEP perspective, what is important for teachers to know early?

- Review Westport Teaching and Learning Standards in the appendix of the PDEP document
- Know the critical dates in the PDEP document on pages 17-20
- Know the culture of the building as well as the formal document
- Do not be afraid to ask if you do not know!

Westport Professional Development and Evaluation Plan
 Schedule of Activities
 Non-Tenured Year 1 and Year 2 Teacher Phase

Activity	Due Date	Person(s) Responsible
PDEP Orientation for New Teachers	Late August Pre-Service Session	Superintendent of Schools
Assignment of TEAM Mentors or informal mentors for New teachers	By September 15 th	Principal
Formal Observations* - a minimum of 3 observations and written reports for teachers in Year One and Year Two * Post-observation conferences and observation reports are to be completed within 10 school days from the observation date.	By February 15 th	PDEP Supervisor with teacher
Mid-Year Summative Evaluation Conference and completion of Non-Tenured Teacher Summative Evaluation Form	By March 1 st	PDEP Supervisor (signed by principal and sent to Superintendent of Schools by March 1 st)