



# COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

STATE BOARD OF EDUCATION  
PUBLIC SCHOOL SYSTEM  
P.O. BOX 501370  
SAIPAN, MP 96950



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Rita A. Sablan, Ed.D.  
coe.ras@cnmipss.org

## PUBLIC NOTICE OF PROPOSED RULES AND REGULATIONS REGARDING CNMI PUBLIC SCHOOL SYSTEM RULES AND REGULATIONS

**PROPOSED RULES AND REGULATIONS:** The Commonwealth of the Northern Mariana Islands Public School System ("PSS") finds that:

**INTENDED ACTION TO ADOPT THESE PROPOSED RULES AND REGULATIONS:** The Commonwealth of the Northern Mariana Islands Public School System intends to adopt as permanent regulations the attached Proposed Regulations, pursuant to the procedures of the Administrative Procedure Act, 1 CMC § 9104(a). The Regulations would become effective 10 days after adoption and publication in the Commonwealth Register. (1 CMC § 9105(b))

**AUTHORITY:** The proposed amendments to PSS regulations are promulgated pursuant to the Board's authority as provided by Article XV of the CNMI Constitution, Public Law 6-10 and the CNMI Administrative Procedures Act.

**THE TERMS AND SUBSTANCE:** The proposed regulation is set forth to provide procedural guidelines for performance evaluations for school teachers within the CNMI Public School System.

**THE SUBJECTS AND ISSUES INVOLVED:** This regulation sets forth the regulations and procedures required for evaluating the performance of school teachers within the CNMI Public School System.

**DIRECTIONS FOR FILING AND PUBLICATION:** These Proposed Regulations shall be published in the Commonwealth Register in the section on proposed and newly adopted regulations. (1 CMC § 9102(a) (1) and posted in convenient places in the civic center and in local government offices in each senatorial district, both in English and in the principal vernacular. (1 CMC § 9104 (a) (1))


State Board of Education  
Telephone: (670) 237-3027  
Fax: (670) 664-3711

**"Students First"**  
www.cnmipss.org


Commissioner of Education  
Telephone: (670) 237-3001/3061/3075  
Fax: (670) 664-3798

**TO PROVIDE COMMENTS:** All interest persons may examine the proposed amendments and submit written comments, positions, or statements for or against the proposed amendments to the Chairperson, State Board of Education, P.O. Box 501370 CK, Saipan, MP 96950, call 670-237-3027 or fax 670-664-3711 within thirty (30) calendar days following the date of the publication in the Commonwealth Register of these amendments. (1 CMC § 9104(a) (2))

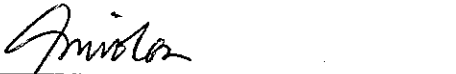
This regulation was approved at the State Board of Education Meeting on Tinian on May 19, 2011.

Submitted by:   
MaryLou S. Ada, Chairperson  
State Board of Education

June 09, 2011  
Date

Received by:   
Esther S. Fleming  
Special Assistant for Administration


6/27/11  
Date

Filed and  
Recorded by:   
Esther M. San Nicolas  
Commonwealth Register

06.27.11  
Date

Pursuant to 1 CMC § 2153(e) (AG approval of regulations to be promulgated as to form) and 1 CMC § 9104 (a) (3) (obtain AG approval) the proposed regulations attached hereto have been reviewed and approved as to form and legal sufficiency by the CNMI Attorney General and shall be published (1 CMC § 2153(f) (publication of rules and regulations)).

Dated this 27 day of June, 2011.

  
EDWARD BUCKINGHAM  
Attorney General

# COMMONWEALTH GI SANGKATTAN NA ISLAS MARIANAS SIHA

STATE BOARD OF EDUCATION  
SISTEMAN ISKUELAN PUPBLIKU  
P. O. BOX 501370  
SAIPAN, MP 96950

## NUTISIAN PUPBLIKU PUT I MANMAPROPONIN AREKLAMENTU YAN REGULASION SIHA SIGUN I AREKLAMENTU YAN REGULASION SIHA GI SISTEMAN ESKUELAN PUPBLIKU CNMI.

**MANMAPROPONI NA AREKLAMENTU YAN REGULASION SIHA:** I Commonwealth gi Sangkattan na Islas Mariãnas Sistemam Eskuelan Pupbliku ("PSS") ha sodda' na:

**I AKSION NI MA'INTENSIONA NA PARA U MA'ADÁPTA ESTI SIHA MANMAPROPONI NA AREKLAMENTU YAN REGULASION SIHA:** I Commonwealth gi Sankattan na Islas Mariãnas Siha, Sistemam Eskuelan Pupbliku ("PSS") ha intensiona para u adápta komu petmanenti na regulasion siha ni mañechettun gi manmapropo ni na Regulasion siha, sigun gi areklamentu siha gi Áktun Administrative Procedures, 1 CMC § 9104 (a). I Regulasion siha para u ifektibu gi halum dies (10) dihas dispues di adaptasion yan publikasion gi halum i Rehistran Commonwealth. (1 CMC § 9105 (b))

**ÁTURIDÁT:** I manmapropo ni na amendasion siha para i PSS na regulasion manmacho'gui sigun gi aturidát i Kuetpu komu mapribeniyi ginin i Attikulu XV gi Konstitusion CNMI , Lai Pupbliku 6-10 yan I Áktun i CNMI Administrative Procedures.

**I TEMA YAN SUSTÁNSIAN I PALÁBRA SIHA:** I mapropo ni na amendasion mapega mo'na para u mapribeniyi maneran giniha siha para i ebaluan fina'cho'chu' para i manma'estru/an eskuela siha gi halum i CNMI Sistemam Eskuelan Pupbliku..


**SUHETU NI MASUMÁRIA YAN ASUNTU NI TINEKKA:** Esti na regulasion mapega mo'na i regulasion yan i manera siha ni madimãnda para i ebaluasion fina'cho'chu' gi manma'estru/an eskuela gi hãlum i CNMI Sistemam Eskuelan Pupbliku.

**DIREKSION PARA U MAPO'LU YAN MAPUPBLIKA:** Esti i Manmapropo ni na Regulasion siha debi na u mapupblika gi hãlum i Rehistran Commonwealth gi Seksiona ni manmapropo ni yan nuebu na ma'adápta na regulasion siha (1 CMC §9102 (a)(1) yan mapega gi hãlum i kumbenienti na lugát siha gi halum ufisinan gubietnamentu gi kada distriton senadot, parehu English yan i dos na lingguãhin natibu. (1 CMC §9104(a)(1)

**PARA U MAPRIBENIYI OPIÑON SIHA:** Todu maninterisão na petsona siña ma'eksamina i manmapropo ni na amendasion siha yan u mana'hãlum itinigi' imfetmasion, pusision, pat deklarasion inaksepta pat kinentran i manmapropo ni na amendasion siha guatu gi Kabiseyu, Kuetpon Edukasion,

P.O. Box 501370 C.K., Saipan, MP 96950, ågang 237-3027 pat fax 664-3711 gi halum I trenta (30) dihas ni tinattitíyi ni fechan publikasion gi hálum i Rehistran Commonwealth gi esti na amendasion siha. (1 CMC §9104(a) (2))


Esti na regulasion ma'aprueba ni huntan Kuetpun Idukasion gi islan Tinian gi Máyu 19, 2011.

Nina'hálum as:   
MaryLou S. Ada, Kabiseyu  
Kuetpun Idukasion

June 24, 2011  
Fecha

Rinisibi as:   
Esther S. Fleming  
Espisiát Na Ayudánti Para I Atministrasion

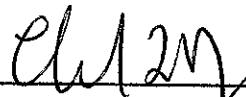
6/27/11  
Fecha

Ninota yan  
Rinikot as:   
Esther M. San Nicolas  
Rehistran Commonwealth

06.27.11  
Fecha

Sigun I 1 CMC §2153(e) (I Abugádu Henerát ha aprueba I regulasion siha na para u macho'gui komu fotma) yan 1 CMC §9104 (a)(3) (hentan inaprueban Abugádu Henerát) I manmaproponi na regulasion siha ni mañechettun guini ni manmarebisa yan manma'aprueba komu fotma yan sufisienti ligát ginin I CNMI Abugádu Henerát yan debi na u mapublika, 1 CMC §2153(f)(publikasion I areklamentu yan regulasion siha).

Mafecha guini gi diha 27, Huniu 2011.

  
EDWARD T. BUCKINGHAM  
Abugádu Henerát

**MÁNGEMÁNGIL IGHA EBWE FILLÓÓY POMWOL ALLÉGH:** Gakkool Toulap mellól Commonwealth Téél falúw kka falúwasch Efang Marianas, Alléghúl Gakkool Toulap (PSS) e tipeli ebwe ipighil fillóóy Pomwol Allégh kka e appasch bwelle reel mwóghutul Administrative Procedure Act, 1 CMC Tálil 9104 (a). Allégh kkaal ebwe kkamall llól seigh (10) ráálil ngáre schagh raa fillóóy me akkatééló llól Commonwealth Register. (1 CMC lálil 9105 (b))

**BWÁNGIL:** Pomwol ssiwel kkaal sáangi alléghúl PSS ebwe akkaté bwelle reel bwáng ye e toowow mereel Article XV mellól CNMI Allégh Lapalap. Alléghúl Toulap 6-10 , me mwóghutul CNMI Administrative Procedure Act.

**AWEEWE ME KKAPASAL:** Pomwol ssiwel kkaal nge aa amwóláátá reel tappal schéél (alughulugh) Certificates me yááyál ngáli milikka aa ssiwel.

**KKAPASAL ME AWEEWE KKA EYOOR:** Reel apilúghulugh yeel a schuu ló mwáál llól mwóghutughut reel ebwe evaluate li yaar bwarigh schóól angaang llól CNMI Public School System.

**AFALAFAL REEL AMMWELIL ME AKKATÉÉL:** Pomwol allégh ebwe akkatééló Commonwealth Register llól Tálil ye rekke Pomwoli me fillóóy allégh kka e ffé. (1CMC Tálil 9102 (a)(1) me appasch llól civic center me llól bwulasiyool gobenno kkaal llól senatorial district, e weewe schagh llól mwáliyeer Amerikkónu, Refaluwasch me Remeraalis (1CMC Tálil 9104 (a)(1)).

**ISISILONGOL AGHIYEGH:** Schóókka re tipeli nge emmwel óubwe ischilong reel samwool, Board of Education, P.O. Box 501370 CK, Seipél mp 96950, faingi 237-3027 me ngáre fax reel 664-3711 llól elligh (30) ráálil mwiril yaal akkatééló llól Commonwealth Register sangi ssiwel kkaal. (1CMC Tálil 9104 (a)(2)).

Allégh kkaal nge aa ammwel sáangi schulapeer mwiischil Gakko (Board of Education) wóól Tchiliyól wóól Ghúúw 19, 2011.

Isaliyallong: Mary Lou S. Ada

Mary Lou S. Ada

Mwiischil Gakko

June 24, 2011

Ráál

Mwir Sáangi: Esther S. Fleming

Esther S. Fleming

Sów alillisil Sów lemelem

06/27/11

Ráál

Ammwel Sáangi: Esther M. San Nicolas

Esther M. San Nicolas

Commonwealth Register

06.22.11

Ráál

Sáangi allégh ye 1 CMC táilil 2153(e) (alughulugh me AG reel allégh kka ebwe akkaté ighila) Pomwol allégh kka e appasch nge raa takkal amweri fischiy me allégheló mereel AG Sów Bwúngúl Allégh Lapalap me ebwe akkatéeló (1CMC Táilil 2153 (f) akkatéel allégh kkaal).

Ráál ye 27 Ilól Alimaté 2011

Edward Buckingham

Edward Buckingham

Sów Bwúngúl Allégh Lapalap

## Proposed BOE Policy on Performance Evaluation System for Teachers

### *Proposed Policy on CNMI Public School System's Performance Evaluation Rubric and Process for Teacher Evaluation*

#### *Purpose:*

To assess classroom teachers in relation to the CNMI Public School System "professional teaching standards" and to design a plan for professional growth. The Performance Evaluation shall be conducted on a yearly basis, on the respective classroom teacher's anniversary date.

The principal or designee will conduct the evaluation process in which the teacher will actively participate through the use of self-study assessment, reflection, presentation of artifacts, and classroom demonstration

*Process: The CNMI Public School System Classroom Teacher Evaluation process shall include the following steps:*

1. Training – before participating in the evaluation process, all teachers, principals, designated evaluators, and a peer evaluation must complete training on the evaluation process
2. Orientation – within 3 weeks of a teacher's first day of work in any school year, the principal will provide the classroom teacher with a copy of or directions for obtaining access to a copy of
  - a. The Rubric for Evaluating CNMI Public School System Classroom teachers;
  - b. This policy; and
  - c. A schedule for completing all the components of the evaluation process
    - i. Copies may be provided by electronic means
3. Teacher Self-Assessment using the rubric for evaluating CNMI PSS teachers, he or she shall rate his or her performance at the beginning of the year and reflect on his or her performance throughout the year
4. Pre-Observation Conference
  - a. The first observation shall be a formal, announced observation; before the first observation, the principal shall meet with the teacher to discuss the teacher's self-assessment based on the Rubric for Evaluating CNMI PSS Teachers; the teacher's most recent professional growth plan, and the classroom demonstration observed. The teacher will provide the principal with a written description of the lesson (s). The goal of this conference is to prepare the principal for the observation. Pre-observation conferences are not required for subsequent observations.
5. Observations
  - a. A formal observation shall last at least an entire class period
  - b. New teachers (0-4 years) – 3 formal observations and one peer to peer
  - c. Seasoned teachers (5 and up) – an evaluation cycle for this group of teachers must be developed to include one formal observation annually. May adjust the schedule for the summative evaluation of a seasoned teacher whenever it is deemed necessary; at least 2 observations during the employment contract of the teacher

6. Post Observation Conference – the principal shall conduct a post conference no later than ten days after the observation. During the post observation conference, the teacher and principal shall discuss the document on the Rubric, the strengths and weaknesses of the teacher’s performance during the observed lesson
7. Summary Evaluation Conference and Scoring the Teacher Summary Rating Form – prior to the end of the school year and in accordance with the timelines; the principal shall conduct a summary evaluation conference with the teacher. During the summary evaluation conference, the principal and teacher shall discuss the teacher’s self-assessment, the teachers’ most recent Professional Growth Plan, the components of the CNMI PSS Teacher Evaluation Process completed during the year, classroom observations, artifacts submitted or collected during the evaluation process and other evidence of the teacher’s performance on the Rubric

*At the conclusion of the CNMI PSS Teacher Evaluation Process, the principal shall*

- Give a rating for each Element in the Rubrics
- Make a written comment on any Element marked “non demonstrated”
- Give an overall rating of each Standard in the Rubric
- Provide the teacher with the opportunity to add comments to the Teacher Summary Rating Form
- Review the completed Teacher Summary Rating Form with the teacher; and
- Secure the teacher’s signature on the Record of Teacher Evaluation Activities and Teacher Summary Rating Form
- Submit the completed evaluation form to Human Resource Office.
- The completed Teacher Evaluation Rating forms and justification for renewal are to be attached to employment contract renewals for all teachers.

*Individual Growth Plans:*

Teachers who are rated “Proficient” on all the Standards on the Teacher Summary Rating Form shall develop an Individual Growth Plan designed to improve performance on specifically identified standards and elements with the goal of achieving a “Distinguished” rating on all standards.

*Monitored Growth Plans*

A teacher shall be placed on a Monitored Growth Plan whenever he or she:

1. Is rated “Developing” on one or more Standards on the Teacher Summary Rating Form and he or she;
2. Is not recommended for dismissal or nonrenewal

A monitored growth plan shall, at a minimum identify the standards and elements to be improved, the goals to be accomplished and the activities the teacher should undertake to achieve proficiency, and a timeline which allows the teacher one school year to achieve proficiency. A monitored Growth plans that meets those criteria shall be deemed to satisfy the requirements of the Teacher Evaluation System

### *Directed Growth Plans*

A teacher shall be placed on a Directed Growth Plan whenever he or she:

1. Is rated
  - a. “not demonstrated” on any standard on the teacher summary rating form; or
  - b. “developing” on one of more standards on the teacher summary rating form for two consecutive years; and
  - c. Is not recommended for dismissal or non-renewal
2. The directed growth plan, shall at a minimum, identify the standards and elements to be improved, the goals to be accomplished, the activities that teacher shall complete to achieve proficiency, a timeline for achieving proficiency within one school year. A Directed Growth Plan that meets those criteria shall be deemed to satisfy the requirements of the Teacher Evaluation System

### *Effective Dates*

Effective School Year 2010-2011, the PSS shall provide orientation, training seminars and established a teacher/administrator focus group to identify artifacts and a list of evidence to be used with the Teacher Evaluation System

Effective School Year 2011-2012, all teachers in the CNMI Public School System will be evaluated using the PSS Teacher Evaluation System and this policy