

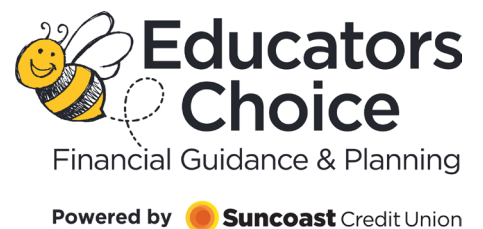
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CLASSROOM MANAGEMENT/RESILIENCY

Crack the Code: Master IPEGS & Rule the Class

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“Crack the Code:
Master IPEGS and
Rule the Class”

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#5141

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Teacher Evaluation

In today's high-stakes educational environment, teachers are expected to not only deliver rigorous instruction but also demonstrate mastery across multiple performance standards. For many educators—especially those new to the classroom, understanding how to meet evaluation criteria for IPEGS (Instructional Performance Evaluation and Growth System) can feel overwhelming. This mini course is designed to demystify the process, empower teachers with the knowledge, confidence, and the practical tools they need to navigate evaluations successfully.

Rooted in best practices, using the Framework of Effective Instruction, and aligned with Florida K-12 standards, this course bridges theory and practice (that works with all content areas) through student-centered activities that bring evaluation domains to life in the classroom. Whether you're striving for a “Highly Effective” rating or simply want to streamline your pedagogy, this course is your roadmap to intentional planning, powerful delivery, and a thriving learning environment that benefits both teachers and students.

The course emphasizes student-centered strategies that foster engagement, critical thinking, and academic growth. Educators will walk away with ready-to-use lesson ideas, classroom structures, and planning tools and templates that promote rigor, relevance, and student ownership of learning. By the end of the course, teachers will feel empowered and equipped to not only thrive during formal evaluations but also elevate the overall learning experience in their classrooms.

What mastering evaluations offers beyond the observation:

- **Career Advancement:** Consistently high evaluation ratings (like “Highly Effective”) can lead to leadership opportunities, merit-based bonuses, and professional recognition.
- **Job Security & Confidence:** A strong evaluation history builds professional stability and confidence, especially for probationary or early-career teachers.
- **Instructional Growth:** The evaluation framework provides a clear roadmap for refining instructional strategies, classroom management, and student engagement.
- **Student Impact:** Mastering evaluation standards helps ensure high-quality, student-centered instruction that directly supports academic success and emotional growth.

Goals & Objectives

Goals:

Welcome to *"Crack the Code: Master IPEGS & Rule the Class!"* This course is your essential toolkit for excelling in classroom evaluations with clarity and confidence. Designed around the IPEGS performance standards, this mini course focuses on five core pillars of teaching excellence: Knowledge of Learners, Instructional Planning, Instructional Delivery, Student Engagement, and the Learning Environment. You'll discover practical strategies to better understand your students, craft intentional lessons, deliver instruction with impact, keep students actively involved, and create an environment where learning thrives. Walk away with real tools you can use tomorrow—so when your next observation comes, you're not just prepared, you're undeniable.

Objectives:

- **Knowledge of Learners:**
Participants will identify key student learning profiles, interests, and readiness levels to inform personalized instruction that meets diverse classroom needs.
- **Instructional Planning:**
Participants will design standard-aligned lesson plans that incorporate differentiation, pacing, and scaffolding to drive rigorous and intentional instruction.
- **Instructional Delivery and Engagement:**
Participants will apply high-impact teaching strategies—including modeling, questioning, and checks for understanding—to promote clarity and academic growth. Implement interactive, student-centered activities that boost motivation, participation, and ownership of learning.
- **Learning Environment:**
Participants will establish and maintain an organized, respectful, and inclusive classroom culture that fosters academic success and student well-being.
- **Assessment:** Participants will gather, analyze, and use data to measure learner progress, guide instruction, and provide timely feedback.

Florida Standards

Knowledge of Learners ELD.K12.ELL.SI.1

English language learners communicate for social and instructional purposes within the school setting.

Instructional Planning SP.PK12.US.1.2c

Apply skills and strategies (scanning, predicting, paraphrasing/ summarizing, rereading, inferencing, retelling, self-questioning, note-taking, outlining, and interpreting text structure) to gain information from a variety of media sources and instructional presentations.

Instructional Delivery and Engagement SP.PK12.US.3.5

Use instructional and assistive technology to locate and access information, participate in computer-based instruction or testing, solve mathematical problems, create documents or images, and communicate with others.

Learning Environment G.K12.5.3.4c

Cooperative Learning - Perform: Demonstrate the ability to work with peers from a variety of cultures and ability levels respecting individual strengths, talents, and learning styles.

Assessment G.K12.4.3.1a

Evaluation - Know: Recognize existing knowledge and attitudes about a complex problem.

Outline & Overview

This focused mini course is designed to help educators *confidently navigate and master the teacher evaluation process*—specifically aligned to the **Miami-Dade IPEGS performance standards**. Whether you're a new teacher aiming for a strong start or a seasoned educator ready to level up, this course provides the tools, strategies, and clarity needed to earn a **"Highly Effective"** rating.

Through five targeted modules—**Knowledge of Learners, Instructional Planning, Instructional Delivery & Engagement, Learning Environment, and Assessment**—educators will unpack the expectations behind the evaluation rubric while learning practical, evidence-based ways to meet and exceed them in daily practice.

Each module is aligned with Florida K–12 standards, ensuring that what you learn supports both your instructional goals *and* your evaluation success. You'll also receive access to editable planning templates, reflection tools, and checklists to apply immediately in your classroom.

Whether you're prepping for a formal observation or simply want to grow as an educator, this course gives you the **confidence, clarity, and structure** to show up as your best.

Implementation

Implementation Timeline

Summer Preparation (1-2 Months Before Start of School)

- Secure resources and materials.
- Develop a class objective and lesson plan template.
- Set up filing and organization systems.
- Create communication methods and behavioral procedures.

Initial Weeks (First 1-2 Weeks of Course)

- Introduce grading rules and data tracking procedures.
- Establish differentiated instruction group rules.
- Schedule a parent conference protocol; day and time.

Ongoing (Throughout the School Year)

- Rotate differentiated instruction groups daily.
- Conduct and document parent conferences.
- Update grading and data assessments.
- Adjust room décor and classroom jobs as needed.

End of Grading Period

- Prepare progress and end-of-grading period comments early.
- Self-reflect on your implementation and gather feedback for improvements from students.

Summer Preparation (Before the School Year)

- Review the 5 Core IPEGS Pillars
 - Reflect on past evaluations to identify areas of focus
 - Choose 1–2 pillars to target for growth (DPGT)
 - Align lesson plan templates to selected pillars
 - Organize instructional materials and routines
 - Set up a digital or physical data/artifacts binder
 - Create a simple observation tracker or reflection log
-

First 6 Weeks of School (Initial Roll-Out)

- Implement routines aligned to selected pillars
 - Clearly display learning goals and standards (Common Board Configuration)
 - Collect early evidence: student work, photos, anecdotal notes
 - Begin documenting instructional decisions and outcomes
 - Practice strategies that reflect chosen pillars (e.g., student engagement protocols, differentiation)
-

31 Mid-Year Starters (Teachers Starting After Day 1)

- Select 1 pillar to focus on immediately
 - Align current teaching responsibilities to that pillar
 - Set a 30-day implementation goal
 - Begin tracking evidence weekly
 - Use student data to guide instructional adjustments
 - Reflect weekly on what's working and what needs refining
-

Post-Observation Maintenance

- Review observation feedback and connect it to the core pillars
- Adjust instruction based on observer comments
- Continue adding artifacts to your evidence binder
- Maintain weekly documentation of progress
- Share evidence during data chats or Summative Evaluation meetings
- Reflect and prepare new goals for next cycle

Learner Survey

Purpose:

Understand how each student learns best to tailor instruction.

Key Survey Sections:

- **Basic Info** (Name, Grade)
- **Learning Preferences** (Audio / Visual / Kinesthetic/Read/Write)
- **Work Style** (Alone / Partners / Groups)
- **Environment** (Quiet / Music / Movement)
- **Motivators & Interests** (Favorite subjects, Hobby, Strengths)
- **Support Needs** (What helps them when they get stuck?)

When To Use It:

- First week of class or new assignment
- Guide grouping & lesson planning
- Reference before observations

Design Tips:

- Bright visuals & icons (if using a digital survey)
- Student-friendly language
- Emojis or simple scales for younger grades

Goal Setting Conferences

Purpose:

Empower students by involving them in setting academic, behavioral, and personal growth goals.

When to Hold Conferences:

- **Beginning of the Year** (or when student enters your class)
- **Mid-Year Check-In**
- **After Major Assessments or Observations**

Conference Components:

- Review student data/work habits
- Reflect on learning strengths & challenges
- Set 1–2 SMART goals (Specific, Measurable, Achievable, Relevant, Time-bound)
- Agree on action steps & support needed
- Document & share with family if appropriate

Tools to Use:

- Goal-setting worksheet
- Data tracker
- Student portfolio or work samples
- Learner survey results
- Folder

KWL Charts



Purpose:

Activate prior knowledge, guide learning, and assess understanding.

KWL =

- **K** – What I **Know**
- **W** – What I **Want to know**
- **L** – What I **Learned**



Instructions:

1. Before the Lesson:

- Students fill in the **K** and **W** sections.
- Encourage discussion to spark curiosity.

2. During the Lesson:

- Students gather information related to their **W** questions.
- Pause to check in and adjust focus if needed.

3. After the Lesson:

- Students complete the **L** section.
- Compare “What I Wanted to Know” vs. “What I Learned.”



Optional Add-ons:

- Use for exit tickets, group discussions, or as part of portfolios.

Group Roles & Collaborative Learning

Purpose:

To promote active engagement, accountability, and support diverse learning needs in small groups.

Suggested Group Roles:

- **Facilitator** – Guides discussion and keeps the group focused
- **Recorder** – Takes notes and summarizes key ideas
- **Timekeeper** – Manages the time and pacing
- **Presenter** – Shares group findings with the class
- **Resource Manager** – Collects materials or seeks teacher support

(Assign based on student strengths, IEP accommodations, or learning goals.)

Differentiation Tips:

- Rotate roles weekly to build new skills
- Scaffold expectations based on learner readiness
- Provide sentence stems or visual aids for ELLs/SPED students
- Use mixed-ability grouping for peer modeling

Supporting Learner Progress:

- Use checklists or rubrics to assess participation
- Reflect on roles after group work for self-assessment
- Align group tasks with learning objectives and evaluation standards

Exit Tickets

Purpose:

Gather immediate feedback on student learning to inform instruction and gauge progress.

How to Use Exit Tickets:

- At the end of a lesson or activity, ask students to answer 1–3 quick questions.
- Questions should be open-ended (e.g., “What’s one thing you learned today, name and explain.”)
- Collect responses quickly—paper slips, whiteboards, or digital forms work well.

Benefits:

- Identifies areas needing reteaching or clarification
- Encourages student reflection and accountability
- Provides evidence for evaluation documentation

Examples of Exit Ticket Questions:

- “What was the main idea of today’s lesson?”
- “What skill did you work on today, and how do you identify it?”
- “Write one thing you learned and explain it.”
- “Using examples, explain one word or skill you learned today.”

Data Driven Student Conferences

Purpose:

Use student data to guide meaningful conversations that promote growth and ownership.

Key Steps:

- **Prepare:** Gather recent assessments, work samples, and data folder.
- **Review:** Share data trends with the student in a clear, positive way.
- **Reflect:** Discuss strengths, challenges, and set growth goals together.
- **Plan:** Develop specific action steps the student can take to improve.
- **Follow-Up:** Schedule regular check-ins to track progress and adjust goals (as needed.)

Tools to Use:

- Data trackers or spreadsheets
- Student goal-setting worksheets
- Sample work/assessment
- Reflection statements

Tips:

- Keep conferences student-led to build ownership.
- Use visuals to make data easy to understand.
- Celebrate progress to motivate continued effort.

Materials

- Student Learner Survey Templates (printable & digital)
- Goal Setting Sheets (fillable PDFs and editable docs)
- Digital Trackers (for data and progress monitoring)
- Editable Lesson Plan Template (aligned with IPEGS standards)
- Teacher (physical binder or digital folder)
- Student Portfolio (physical binder or digital folder)
- Exit Tickets
- Reflection Sheets (print and digital versions)
- Index Cards for Group Roles (printable)
- Sand or Digital Timers
- Anchor Charts or Digital Slides for “I Can Statements”
- Rubrics or Checklists Aligned with IPEGS Performance Standards
- Choice Boards for Student-Centered Instruction and Differentiation

Resources

Supplies and Cost:

- **Folders**-1 box (Penda Flex 2 Toned \$25) Amazon
- **Chart paper** (\$27 1 pk, \$50 2 pk) Amazon
- **Exit Tickets** (\$10 or design for free),
- **Copy paper** (office or Office Depot \$10)
- **Index cards**, large (\$5)

Websites

Framework of Effective Instruction-WWW.PRODEV.DADESCHOOLS.NET

IPEGS TIMELINE- WWW.API.DADESCHOOLS.NET

TEMPLATES, SURVEYS, EXIT TICKETS-TheTeacherCompanion.com

@theteachercompanion-Facebook, Instagram, & YouTube