

New York State Teacher Center Standards Governance Rubric

Please rate the degree to which each of the criteria relates to your Center by circling the appropriate level below. In the space for “evidence”, provide examples to illustrate your rating. Indicate the next steps your Center might take to move to the next level.

Criteria	exemplary	proficient	developing	emerging
1. Policy Board members and staff are designated according to Ed Law 316	Representatives are designated in compliance with Ed Law 316.			Representatives are NOT designated in compliance with Ed Law 316.
Possible Evidence: <ul style="list-style-type: none"> ▶ When adding or appointing members, guidelines from Ed Law 316 are followed ▶ Policy Board Minutes ▶ Participating Members (from Grant Application) ▶ By-Laws 	<p>Your Evidence: What led you to your above assessment? Please, provide examples to support and illustrate your thinking.</p> <p>Next Steps: How do you propose to move to the next level? What steps might your Center take?</p>			

Criteria	exemplary	proficient	developing	emerging
<p>2. Policy Board members and staff apply high standards for professionalism in carrying out their roles.</p>	<p>Procedures are in place and followed for meetings, problem-solving, and decision making. The procedures are conducted in an effective/efficient manner.</p>	<p>Meetings are well conducted, but no procedures are in place.</p>	<p>Procedures are in place, but procedures are not always followed.</p>	<p>No procedures are in place to address meetings, problem-solving, or decision making.</p>
<p>Possible Evidence:</p> <ul style="list-style-type: none"> ▶ Policy Board Minutes ▶ Robert's Rules are followed ▶ Solving of problems and decision-making are conducted in an effective and efficient manner ▶ Policy Board members have attended training ▶ Bylaws include procedures for conducting meetings, decision making, and problem-solving ▶ Meeting agendas are accomplished 	<p>Your Evidence: What led you to your above assessment? Please, provide examples to support and illustrate your thinking.</p> <p>Next Steps: How do you propose to move to the next level? What steps might your Center take?</p>			

Criteria	exemplary	proficient	developing	emerging
<p>3. Policy Board members and staff recruit, support, and evaluate personnel necessary to carry out the Center’s Mission.</p>	<p>Policy Board has procedures in place that comply with SED and LEA guidelines and procedures are consistently followed.</p>		<p>Policy Board has procedures in place, but procedures are not consistently followed..</p>	<p>Policy Board has procedures in place, but procedures are not followed.</p>
<p>Possible Evidence:</p> <ul style="list-style-type: none"> ▶ Written procedures are in place and are used for recruiting and evaluating staff ▶ The day to day operations of the Teacher Center are effective and efficient. ▶ Policy Board Members or LEA impedes personnel issues ▶ Written staff evaluations are timely and thorough 	<p>Your Evidence: What led you to your above assessment? Please, provide examples to support and illustrate your thinking.</p> <p>Next Steps: How do you propose to move to the next level? What steps might your Center take?</p>			

Criteria	exemplary	proficient	developing	emerging
<p>4. Policy Board members and staff work collaboratively with school districts and other constituent organizations and agencies.</p>	<p>Policy Board works collaboratively with school districts, networks, higher education institutes, BOCES, and other outside organizations.</p>	<p>Policy Board works collaboratively with 2 or 3 organizations.</p>	<p>Policy Board works with only one organization.</p>	<p>Collaborations are limited to the LEA.</p>
<p>Possible Evidence:</p> <ul style="list-style-type: none"> ▶ Collaborative planning is evident in course offerings ▶ Collaborations with other agencies are evident by various meetings attended by staff ▶ Collaborations are seen in newsletters, postings, or fliers 	<p>Your Evidence: What led you to your above assessment? Please, provide examples to support and illustrate your thinking.</p> <p>Next Steps: How do you propose to move to the next level? What steps might your Center take?</p>			

Criteria	exemplary	proficient	developing	emerging
5. Policy Board members and staff ensure that the Center fulfills state and local requirements	Policy Board and staff make certain that state and local requirements are fulfilled.			Policy Board and staff do not guarantee that state and local requirements are fulfilled.
<p>Possible Evidence:</p> <ul style="list-style-type: none"> ▶ All state and local requirements are met in a timely fashion. ▶ Reports are completed correctly and submitted on time. ▶ Policy Board/staff attendance at mandatory statewide meetings is documented. ▶ Policy Board/staff attendance at Regional functions is documented. 	<p>Your Evidence: What led you to your above assessment? Please, provide examples to support and illustrate your thinking.</p> <p>Next Steps: How do you propose to move to the next level? What steps might your Center take?</p>			