

## MEMORANDUM

**TO:** Weber School District Board of Education

**FROM:** Nicole Meibos, Director of Human Resources  
Quinn Karlinsey, Assistant Director of Human Resources

**DATE:** May 6, 2026

**RE:** Recommendation for Formal Adoption of Educator Evaluation Tool

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The purpose of this memorandum is to request formal Board approval for the adoption of the Utah State Board of Education (USBE) educator evaluation model as the official evaluation tool for Weber School District, effective for the 2026-2027 school year and beyond.

### **Background and Process**

To ensure our educators are evaluated against rigorous and relevant benchmarks, an **Educator Evaluation Committee** comprised of school administrators, teachers, and parents was formed. The committee convened to review our current practices and educator evaluation tool and process. The committee's primary goal was to ensure total alignment with the **Utah Effective Teaching Standards (UETS)**.

After a thorough review of the board rule, the committee selected the USBE educator evaluation model. This model was implemented as a pilot during the 2025-2026 school year. Throughout this past year, the district has received overwhelmingly positive feedback from both evaluators and educators regarding the tool's clarity, ease of use, and focus on professional growth.

### **Recommendation**

Based on the successful implementation and the alignment with state standards, the Educator Evaluation Committee formally recommends that the Weber School District Board of Education adopt the **USBE Educator Evaluation Model**.

This adoption ensures compliance with:

- [Rule R277-323-3](#): Guidelines for the establishment of educator evaluation programs.
- [Utah Code 53G-11-506](#): Requirements for district evaluation systems and performance ratings.

### **Supporting Documentation**

The attached packet provides a comprehensive overview of the system, including:

- **Evaluation System Purpose:** A summary of how this tool fosters educator excellence and student achievement.
- **Evaluation Cycle and Process:** Detailed breakdown of the state model's observation and feedback loops.
- **Weber School District Educator Evaluation Handbook:** A localized guide outlining the specific processes for our staff and the administrative actions aligned with each performance rating.

### **Resource Links**

For your review, please find the following digital resources:

- [\[Utah Effective Teaching Standards \(UETS\) Field Guide\]](#)
- [\[USBE Evaluation Tool Framework\]](#)
- [\[Weber School District Educator Evaluation Handbook\]](#)

**Action Requested:** The Committee respectfully requests a motion to approve the USBE Educator Evaluation Model as the official evaluation tool for Weber School District.