CHECK APPROPRIATE ITEM

Initial Evaluation Conference/  Coaching Notice of Intensive Support

Job Expectations Conference

School Handbook Review Training Documentation Intensive Support Observation

Summary

School Safety Plan Review Non-Renewal Recommendation Mid-Year Conference

Professional Growth Plan  Deficiency Process Conference

Directed Growth Plan

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| NAME: | |  | | SCHOOL / LOCATION: |  | |
| ID#: |  | | | JOB ASSIGNMENT: |  | |
| DATE OF OBSERVATIONS(S): | | |  | DATE OF CONFERENCE: | |  |

A conference was held and is summarized below:

### Teacher self-Reflection

### professional growth planning



|  |  |
| --- | --- |
| **Teacher** |  |
| **School** |  |
| **Grade Level/Subject(s)** |  |

**Part A: Initial Reflection – Establishing Priority Growth Needs**

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| --- | --- | --- | --- | --- | --- |
| **Component:** | **Self-Assessment:** | | | | **Rationale:** |
| 1A - Demonstrating Knowledge of Content and Pedagogy | I | D | A | E |  |
| 1B - Demonstrating Knowledge of Students | I | D | A | E |
| 1C - Selecting Instructional Outcomes | I | D | A | E |
| 1D - Demonstrating Knowledge of Resources | I | D | A | E |
| 1E - Designing Coherent Instruction | I | D | A | E |
| 1F - Designing Student Assessment | I | D | A | E |
| 2A - Creating an Environment of Respect and Rapport | I | D | A | E |  |
| 2B - Establishing a Culture for Learning | I | D | A | E |
| 2C - Managing Classroom Procedures | I | D | A | E |
| 2D - Managing Student Behavior | I | D | A | E |
| 2E - Organizing Physical Space | I | D | A | E |
| 3A - Communicating with Students | I | D | A | E |  |
| 3B - Using Questioning and Discussion Techniques | I | D | A | E |
| 3C - Engaging Students in Learning | I | D | A | E |
| 3D - Using Assessment in Instruction | I | D | A | E |
| 3E - Demonstrating Flexibility and Responsiveness | I | D | A | E |
| 4A - Reflecting on Teaching | I | D | A | E |  |
| 4B - Maintaining Accurate Records | I | D | A | E |
| 4C - Communicating with Families | I | D | A | E |
| 4D - Participating in a Professional Community | I | D | A | E |
| 4E - Growing and Developing Professionally | I | D | A | E |
| 4F - Demonstrating Professionalism | I | D | A | E |

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| **Domain:** | **Component:**  Circle Professional Growth Priority Components | | | | | | **Select a component from those circled for focused professional growth goal development**  **(Part B):** | | | |
| Planning & Preparation | 1A | 1B | 1C | 1D | 1E | 1F |  | | | |
| The Classroom Environment | 2A | 2B | 2C | 2D | 2E |  |
| Instruction | 3A | 3B | 3C | 3D | 3E |  |
| Professional Responsibilities | 4A | 4B | 4C | 4D | 4E | 4F |
| *Current Level of Performance for Selected Component:* | | | | | | | I | D | A | E |

**Part B: Connecting Priority Growth Needs to Professional Growth Planning**

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| **Professional Growth Goal:** |  |

|  |  |
| --- | --- |
| **Action Plan** | |
| **Strategies/Actions**  What is my personal learning necessary to meet the goal(s)? What will I need in order to learn my identified skill or content? How will I apply what I have learned? How will I accomplish my goal(s)? | **Targeted Completion Date**  When will I complete each identified strategy/action? |
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| --- | --- |
| **Teacher Signature:** | **Date:** |
| **Administrator Signature:** | **Date:** |

**Part C: On-going Reflection – Progress Toward Professional Growth Goal**

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| --- | --- | --- |
| **Date:** | **Status of Professional Growth Goal:** | **Revisions/Modifications:** |
|  |  |  |
|  |  |  |
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**Part D: Summative Reflection- Level of Attainment for Professional Growth Goal**

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| --- | --- |
| **Date:** | **End of Year Reflection:** |
|  |  |

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| --- |
| **Next Steps:** |
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| --- | --- | --- | --- | --- | --- |
| **Connection to Framework for Teaching:** | 4A – Reflecting on Teaching | I | D | A | E |
| 4E – Growing and Developing Professionally | I | D | A | E |

|  |  |
| --- | --- |
| **Teacher Signature:** | **Date:** |
| **Administrator Signature:** | **Date:** |

|  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |
| DATE |  | EVALUATOR |  | DATE |  | EMPLOYEE |

Coaching Session – remains in supervisor’s file

Disciplinary Documentation – placed in employee personnel file at Central Office. Please attach all previous Coaching E-2s when disciplinary documentation is submitted to the central office.

**Note: If neither box is checked, this E-2 will be assumed to be a Coaching Session and remain in the supervisor’s file.**