CHECK APPROPRIATE ITEM

[ ]  **OBSERVATION CONFERENCE**

[ ]  **MID-YEAR CONFERENCE**

JEFFERSON COUNTY PUBLIC SCHOOLS

PERFORMANCE EVALUATION OBSERVATION / CONFERENCE SUMMARY

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

A conference was held to discuss job performance expectations and/or observation(s) of job performance. The expectations and/or the observation(s) and the conference are summarized below.

**I-Ineffective; D-Developing; A-Accomplished; E-Exemplary; N/R-Not Rated**

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| --- | --- | --- | --- | --- | --- |
| **Domain 1: Planning and Preparation** 1A: Demonstrating Knowledge of Content and Pedagogy  1B: Demonstrating Knowledge of Students  1C: Setting Instructional Outcomes 1D: Demonstrating Knowledge of Resources 1E: Designing Coherent Instruction 1F: Designing Student Assessment | **I**[ ]  | **D**[ ]  | **A**[ ]  | **E**[ ]  | **N/R**[ ]  |
| Feedback and Reflection (Narrative):Notable Strengths and/or Expectations for Growth: |

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| --- | --- | --- | --- | --- | --- |
| **Domain 2: Classroom Environment**2A: Creating an Environment of Respect and Rapport  2B: Establishing a Culture for Learning 2C: Managing Classroom Procedures 2D: Managing Student Behavior 2E: Organizing Physical Space | **I**[ ]  | **D**[ ]  | **A**[ ]  | **E**[ ]  | **N/R**[ ]  |
| Feedback and Reflection (Narrative):Notable Strengths and/or Expectations for Growth: |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Domain 3: Instruction** 3A: Communicating with Students 3B: Questioning and Discussion Techniques 3C: Engaging Students in Learning 3D: Using Assessment in Instruction 3E: Demonstrating Flexibility and Responsiveness | **I**[ ]  | **D**[ ]  | **A**[ ]  | **E**[ ]  | **N/R**[ ]  |
| Feedback and Reflection (Narrative):Notable Strengths and/or Expectations for Growth: |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Domain 4: Professional Responsibilities** 4A: Reflecting on Teaching 4B: Maintaining Accurate Records 4C: Communicating with Families 4D: Participating in a School Community 4E: Growing and Developing Professionally 4F: Demonstrating Professionalism | **I**[ ]  | **D**[ ]  | **A**[ ]  | **E**[ ]  | **N/R**[ ]  |
| Feedback and Reflection (Narrative):Notable Strengths and/or Expectations for Growth: |

[ ] Evidence to support ratings attached (optional)

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