Appendix G

Participating Urban School District

Summative Teacher Appraisal Instrument

Teacher: ____________________________  Subject/Grade: ____________________________

School: ____________________________  Principal: __________  Year: __________

**Instructions:** For each domain, write a holistic comment based on the accomplishment of the indicators listed to the right of the domain. Supply a rating for each domain: Ineffective = I, Marginal = M, Acceptable = A, Proficient = P, Outstanding = O

**SECTION A: DOMAIN 1, 2, AND 3**

Professional Goal(s)

State your professional goal(s) for the school year expressed in terms of student achievement. (Develop collaboratively with evaluator at or before pre-evaluation conference).

DOMAIN 1: KNOWLEDGE OF CONTENT AND CURRICULUM

<table>
<thead>
<tr>
<th>Observable Behaviors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Exhibits knowledge of subject area/grade level content.</td>
</tr>
<tr>
<td>1.2 Keeps current in the field and routinely applies that knowledge in the implementation of the instructional program.</td>
</tr>
</tbody>
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Domain Rating ____________________  (I, M, A, P, or O)
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DOMAIN 2: HUMAN RELATIONS AND COMMUNICATION SKILLS

2.1 Demonstrates respect and understanding for all individuals, regardless of gender, race, ethnic origin, cultural or socio-economic background, religion, or handicapping conditions.

2.2 Uses a variety of methods and strategies to communicate and build positive relationships with students, parents, administrators, and colleagues, and the community.

2.3 Communicates appropriately in oral and written form.

2.4 Through modeling and teaching strategies, encourages students to show respect for and sensitivity to diversity among individuals.

2.5 Works cooperatively with colleagues in planning and implementing educational objectives and activities which reflect the best interests of the student through sharing ideas, materials and teaching strategies.

2.6 Demonstrates the ability to resolve conflicts.

Domain Rating  ________________
(I, M, A, P, O)

DOMAIN 3: PERSONAL TRAITS AND PROFESSIONALISM

3.1 Seeks feedback on performance from students, parents, peers, and supervisors; reflects upon feedback continuously, and takes appropriate action to improve performance as necessary.

3.2 Maintains confidentiality, integrity, fairness, and ethical behavior.

3.3 Works cooperatively with students, staff, parents, and community to achieve district and school goals.

3.4 Consistently completes tasks and assignments accurately and on time.

3.5 Adhere to the policies, regulations, and procedures of the school district.

3.6 Participates in professional growth activities based on established goals and objectives.

3.7 Participates in school related activities.

3.8 Demonstrates responsibility for self-growth and ongoing self-evaluation
Participating Urban School District
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Teacher: __________________________ Subject/Grade: __________________________

SECTION B: CLASSROOM TEACHERS
DOMAINS 4, 5, 6, AND 7

DOMAIN 4: PLANNING FOR INSTRUCTION

4.1 Designs and maintains plans that reflect school and district curricular goals, mission and objectives.
4.2 Designs and maintain lesson plans in a clear and structured format.
4.3 Plans instructional tasks which reflect an analysis of student performance data.
4.4 Creates, selects, and adapts materials which provide for individual differences.
4.5 Identifies and sequences instructional objectives to ensure student mastery.
4.6 Plans use of transition times to extend student learning.
4.7 Plans appropriate and flexible grouping structures that reflect the needs and interests of students.
4.8 Engages students in selecting their own learning objectives and activities.
4.9 Uses information from system-wide standardized testing when appropriate to plan instruction.

Domain Rating __________________________ ( I, M, A, P, O )

Domain 5: MANAGEMENT OF STUDENT BEHAVIOR

5.1 Establishes a set of rules and procedures that govern student behaviors during instructional activities and administers these guidelines in a fair and consistent manner.
5.2 Clearly communicates behavioral and academic expectations to students and parents.
5.3 Employs a variety of strategies to keep students on task and attentive.
5.4 Employs strategies to stop inappropriate student behavior, yet respects the dignity of the individual.

Domain Rating __________________________ ( I, M, A, P, O )
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**DOMAIN 6: DELIVERY OF INSTRUCTION**

6.1 Has needed materials and equipment prepared and available at the start of the lesson.

6.2 Gets students on task quickly and maintains a high level of student time on task throughout the lesson and during transition times.

6.3 Gains learner involvement and focuses student attention on the lesson by reviewing previous learning, communicating the objective of the Lesson, and making the lesson relevant.

6.4 Presents and models the lesson in a clear, coherent, and logical manner using language that clearly communicates the concepts to the learner.

6.5 Provides demonstrations, examples, and applications to illustrate the concepts being taught.

6.6 Incorporates a variety of instructional activities and delivery methods to address student learning styles, needs, and interests.

6.7 Checks student understanding throughout the course of the presentation of the lesson using a variety of techniques at the appropriate level of Bloom’s Taxonomy.

6.8 When incorrect responses are offered by the students, the teacher repeats questions, provides prompts and cues, and allows additional time.

6.9 Has students summarize the main instructional points at the conclusion of the lesson.

6.10 Reteaches concepts using alternative techniques in order to clarify student misunderstanding.

6.11 Uses a variety of instructional methods and incorporates technology.

6.12 Poses probing questions that stimulates students to recall, analyze, synthesize, and evaluate.

6.13 Presents opportunities that foster thinking skills and problem solving skills.

6.14 Applies principles of child growth, development, and learning to the teaching/learning process.

Domain Rating

( I, M, A, P, or O )

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DOMAIN 7: MONITORING AND EVALUATING STUDENT AND PROGRAM OUTCOMES

7.1 Uses a variety of assessment techniques appropriate to curricular goals and objectives

7.2 Uses a variety of techniques for providing timely feedback on student performance.

7.3 Prepares, organizes, and maintains accurate, efficient, and retrievable record-keeping system.

7.4 Encourages students to keep records of their own progress.

7.5 Diagnoses entry-level skills and knowledge of students.

7.6 Demonstrates the ability to help students achieve acceptable academic growth as reflected in appropriate measures.

Domain Rating: __________________________
(I, M, A, P, or 0)
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CHECK ONLY ONE OF THE FOLLOWING:

Completed the summative phase?  ________ Yes
Continued on summative evaluation (probationary teacher)  ________ Yes
Continued on summative for the following domains  ________ ________ Yes

Note: Below acceptable on more than one domain requires a plan of action.

Principal’s Signature  Date

I have reviewed this evaluation.

Teacher’s Signature  Date

☐  I agree with this evaluation

☐  I disagree with this evaluation

Note: The signature of the teacher indicates that he/she has received a copy of this record and that the results of the performance appraisal have been discussed in a conference.

Comments (optional)
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

DOMAINS
1: Knowledge of Content and Curriculum
2: Human Relations and Communication Skills
3: Personal Traits and Professionalism
4: Planning for Instruction
5: Management of Student Behavior
6: Delivery of Instruction
7: Monitoring and Evaluating Student and Program Outcomes
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