

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

Observable Behaviors

- 1.1 Exhibits knowledge of subject area/grade level content.
- 1.2 Keeps current in the field and routinely applies that knowledge in the implementation of the instructional program.

Domain Rating _____
(I, M, A, P, or O)

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Teacher Appraisal System

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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

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**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 ensue 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, or 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.

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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.

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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

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

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)
