

WEST BATON ROUGE PARISH SCHOOL SYSTEM PRINCIPAL/ASSISTANT PRINCIPAL EVALUATION

Principal/Assistant Principal _____ Location _____

Evaluator _____ Date _____

Years in Position 0-3 4+

Directions: The evaluator is to indicate the appropriate rating of each major topic by placing a circle around the **S, NI, or U**. The evaluator shall then mark each item under the major headings using (S) to denote satisfactory performance, (NI) to denote needs improvement, or (U) to denote unsatisfactory performance.

ELABORATED STANDARDS

A. VISION	S	NI	U
• Works collaboratively with the school community to develop and maintain a shared school vision	—	—	—
• Brings the school vision to life by using it to guide decision-making about students and the instructional program	—	—	—
• Maintains faculty focus on developing learning experiences that will enable students to prosper in subsequent grades and as adults	—	—	—
• Provides/assists in providing opportunities and support for collaboration, the exchange of ideas, experimentation with innovative teaching strategies, and on-going school improvement	—	—	—
• Monitors(assists), assesses, and revises the school vision and goals as needed	—	—	—
• Fosters the integration of students into mainstream society while valuing diversity	—	—	—
 B. TEACHING AND LEARNING	 S	 NI	 U
• Recognizes, models, and promotes effective teaching strategies that enable students to apply what they learn to real world experiences	—	—	—
• Encourages and supports the use of both innovative, research-based teaching strategies to engage students actively in solving complex problems and methods	—	—	—
• Conducts frequent classroom visits and periodic observations, provides constructive feedback to faculty and staff, and suggests models of effective teaching techniques, when needed	—	—	—
• Fosters a caring, growth-oriented environment for faculty and students, one in which high expectations and high standards for student achievement are emphasized	—	—	—
• Promotes collaboration and team-building among faculty	—	—	—
 C. SCHOOL MANAGEMENT	 S	 NI	 U
• Maintains a safe, secure, clean, and aesthetically pleasing physical plant	—	—	—
• Establishes (assists) and/or implements laws, policies, regulations, and procedures that promote effective school operations	—	—	—
• Maintains (assists) a positive school environment where proper student discipline is the norm	—	—	—
• Manages (assists) fiscal resources responsibility efficiently and effectively, and monitors whether others do as well	—	—	—
• Manages human resources responsibly by selecting and inducting new personnel appropriately, assigning and evaluating all staff effectively, and taking other appropriate steps to build an effective school staff	—	—	—

- Monitors (assists) support services such as transportation, food, health, and extended care responsibly — — —
- Provides and coordinates appropriate co-curricular and extra-curricular activities — — —
- Uses shared decision-making effectively in the management of the school — — —
- Manages time and delegates appropriate administrative tasks to maximize attainment of the school's goals — — —
- Uses available technology effectively to manage school operations — — —
- Monitors (assists) and evaluates school operations and uses feedback appropriately to enhance effectiveness — — —

D. SCHOOL IMPROVEMENT **S NI U**

- Provides (assists) ongoing opportunities for staff to reflect on their roles and practices in light of student standards and school goals — — —
- Grows professionally by engaging in professional development activities and making such activities available to others — — —
- Facilitates school-based research and uses these and other research findings for plan school improvement initiatives, pace the implementation of these changes, and evaluate their impact on teaching and learning — — —
- Fosters the genuine continuous involvement and commitment of the school community in promoting the progress of all students toward attaining high standards — — —
- Enhances school effectiveness by appropriately integrating the processes of teacher selection/evaluation and professional development activities at the national, state, and parish levels — — —

E. PROFESSIONAL GROWTH AND DEVELOPMENT **S NI U**

- Communicates a focused vision for both school and individual professional growth — — —
- Uses research and data from multiple sources to design and implement professional development activities — — —
- Secures the necessary resources for meaningful professional growth, including the time for planning and the use of emerging technologies — — —
- Provides opportunities for individual and collaborative professional development — — —
- Provides incentives for learning and growth and encourages participation in professional development activities at the national, state, and parish levels — — —
- Assesses the overall impact of professional development activities on the improvement of teaching and student learning — — —

F. SCHOOL/COMMUNITY RELATIONS **S NI U**

- Is visible and involved in the community and treats members of the school community equitably — — —
- Involves the school in the community while keeping the school community informed — — —
- Uses school-community resources to enhance the quality of school programs including those resources available through business and industry — — —
- Recognizes and celebrates school successes publicly — — —
- Communicates effectively, both interpersonal and through the media — — —

G. PROFESSIONAL ETHICS **S NI U**

- Models ethical behavior at both the school and community levels — — —
- Communicates to others expectations of ethical behavior — — —
- Respects the rights and dignity of others — — —
- Provides accurate information without distortion and without violating the rights of others — — —

- Develops a caring school environment in collaboration with faculty and staff _____
- Applies laws, policies, regulations, and procedures fairly, consistently, wisely, and compassionately _____
- Minimizes bias in self and others, and accepts responsibility for his/her own decisions and actions _____
- Addresses unethical behavior in self and others _____

PRINCIPAL/ASSISTANT PRINCIPAL'S PERFORMANCE AT THIS TIME IS:

Satisfactory _____ Needs Improvement _____ Unsatisfactory _____

PROGRESS TOWARD ACHIEVEMENT OF THE PROFESSIONAL GROWTH PLAN IS:

Minimal _____ Satisfactory _____ Has reached completion _____

EVALUATOR'S NARRATIVE COMMENTS: (Attach supplemental sheet if necessary)

EVALUATOR'S SIGNATURE _____ DATE _____

PRINCIPAL/ASSISTANT PRINCIPAL'S COMMENTS: (Attach supplemental sheet if necessary):

PRINCIPAL/ASSISTANT PRINCIPAL'S SIGNATURE _____

DATE _____

My signature indicates that I have read the results of the evaluation, but does not indicate agreement or disagreement with the rating or comments.

