

# WEST BATON ROUGE PARISH SCHOOL SYSTEM TEACHER EVALUATION

Teacher \_\_\_\_\_ 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.

## PERFORMANCE RESPONSIBILITIES

### A. PLANNING ..... S NI U

- Utilizes student, class and school data to plan instruction effectively \_\_\_\_\_
- Develops clear and concise written objectives \_\_\_\_\_
- Identifies and plans for individual differences \_\_\_\_\_
- Plans for the substitute teacher \_\_\_\_\_
- Utilizes the state and local curriculum guides \_\_\_\_\_

### B. MANAGEMENT ..... S NI U

- Maintains an environment conducive to learning \_\_\_\_\_
- Takes appropriate precautions to protect students, equipment, materials and facilities \_\_\_\_\_
- Performs duty assignment \_\_\_\_\_
- Maximizes the amount of time available for instruction \_\_\_\_\_
- Maintains accurate, complete and correct records \_\_\_\_\_
- Manages learner behavior to provide productive learning opportunities \_\_\_\_\_

### C. INSTRUCTION ..... S NI U

- Delivers instruction effectively \_\_\_\_\_
- Produces evidence of student academic growth under his/her instruction \_\_\_\_\_
- Employs a variety of methods and techniques \_\_\_\_\_
- Integrates technology into instruction \_\_\_\_\_
- Presents appropriate content \_\_\_\_\_
- Utilizes knowledge of subject-matter and child growth and development \_\_\_\_\_
- Provides opportunities for student involvement in the learning process \_\_\_\_\_
- Re-teaches when necessary \_\_\_\_\_
- Gives positive feedback throughout the lesson \_\_\_\_\_
- Assesses student progress \_\_\_\_\_
- Evaluates strengths and weaknesses of individual students \_\_\_\_\_
- Measures students' growth using established goals and objectives \_\_\_\_\_
- Uses a variety of evaluation tools to test for understanding and application of subject matter \_\_\_\_\_
- Informs students and/or parents of student progress \_\_\_\_\_

### D. SCHOOL IMPROVEMENT ..... S NI U

- Takes an active role in building-level decision making \_\_\_\_\_
- Participates in grade-level and subject-area curriculum planning and evaluation \_\_\_\_\_
- Serves on task forces and decision-making committees, when appropriate \_\_\_\_\_
- Implements School Improvement Plan \_\_\_\_\_
- Creates partnerships with parents/caregivers and colleagues \_\_\_\_\_

- Provides clear and timely information to parents/caregivers and colleagues regarding classroom expectations, student progress, and ways they can assist learning — — —
- Encourages parents/caregivers to become active partners in their children's education and to become involved in school and classroom — — —
- Seeks community involvement in instructional program — — —

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

- Displays evidence of professional growth and participation in in-service sessions — — —
- Demonstrates an awareness of current trends in education — — —
- Provides in-service to school staff upon request — — —
- Plans for professional self-development — — —

**F. PERSONAL TRAITS**..... **S**    **NI**    **U**

Exhibits:

- Poise, self-confidence, enthusiasm and optimism — — —
- Punctuality — — —
- Dependability — — —
- Acceptable speech and grammar — — —
- Effective communication with students, parents, and other adults — — —
- Discreet handling of confidential information — — —
- Unbiased attitude regarding race, sex, creed, religion, or disability — — —
- Use of suggestions for improvement — — —
- Flexibility — — —

TEACHER'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 \_\_\_\_\_

TEACHER'S COMMENTS: (Attach supplemental sheet if necessary)

TEACHER'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.

