

Spokane Public Schools
Option 3
Professional Growth Log

Name: _____ School Year: _____

Location: _____ Assignment: _____

Goal(s): _____

Use this document or a similar document throughout the year to record data and notes related to your goals. Although this document will not be submitted, you and your supervisor will refer to data collected as you discuss your activities and progress. You are required to keep a log of your activities. At least 60 minutes of observations, conversations, meetings, and/or activities with your supervisor must be documented on this document. (The time does not need to be continuous.)

DATE & TIME	ACTIVITY	NOTES/COMMENTS

Distribution: 1 completed copy to remain with employee

DATE & TIME	ACTIVITY	NOTES/COMMENTS

Distribution: 1 completed copy to remain with employee