

Spokane Area Vocation Skills Center Teacher Evaluation

NAME	(Last)	(First)	(Middle)	Date	Type of Evaluation
					_____ Annual
					_____ 90-Day
SCHOOL or LOCATION					_____ Other
ASSIGNMENT					

Instruction Skills	_____	Knowledge of Subject Matter	_____
Classroom Management	_____	Professional Preparation and Scholarship	_____
Handling of Student Discipline and Attending Problems	_____	Professional Characteristics	_____
Interest in Teaching Pupils	_____	Effort Toward Improvement When Needed	_____

OVERALL PROFESSIONAL APPRAISAL: _____ Satisfactory
 _____ Requires Improvement
 _____ Unsatisfactory

Supervisor Comments

Supervisor's Signature	_____	Title	_____	Date	_____
Signature(s) of other people, if any, participating in the evaluation process	Signature	_____	Title	_____	Date
	Signature	_____	Title	_____	Date

Teacher Comments (optional)

My signature below indicates that I have seen this evaluation. It does not necessarily indicate agreement with the findings.

_____ I do not desire a meeting to discuss this evaluation.
 (initials)

Date _____ Teacher Signature _____

KEY: S - Satisfactory
R - Requires Improvement
U - Unsatisfactory
N - Not Observed or Not Applicable

The "R" and "U" ratings require specific comments and documentation.

INSTRUCTIONAL SKILLS

(A competent level of knowledge and skill in designing and conducting an instructional experience.)

1. PLANNING LESSONS:

- _____ A. Establishes immediate and long-range objectives that align with district approved learning goals.
- _____ B. Prepares plans to meet objectives.
- _____ C. Considers abilities, interests, and present performance levels of student in planning.
- _____ D. Plans for continuing evaluation in lessons and units, and utilizes the results in planning subsequent lessons.
- _____ E. Selects and prepares equipment and materials for lessons.
- _____ F. Provides plans for a substitute teacher.

2. TEACHING LESSONS:

- _____ A. Utilizes teaching techniques that are consistent with the selected objectives.
- _____ B. Makes provisions for differences in ability among students.
- _____ C. Provides for the previous knowledge, abilities, and interests of class.
- _____ D. Provides a variety of activities in keeping with the maturity and attention span of the students.
- _____ E. Makes the lessons interesting and challenging.
- _____ F. Gives explanations, assignments, and directions clearly.
- _____ G. Makes appropriate assignments.
- _____ H. Makes effective use of instructional equipment, materials, and resource personnel.
- _____ I. Helps students to develop acceptable work habits and study skills.

3. EVALUATION OF LESSONS:

- _____ A. Plans for continuing evaluation in lessons.
- _____ B. Evaluates lessons and units of study by assessing student achievement of objectives.
- _____ C. Evaluates individual student progress regularly and maintains records for report card and/or parent conferences.

Comments:

CLASSROOM MANAGEMENT

(Knowledge and skill in organizing the physical and human elements in the educational setting.)

Maintains a functional, attractive, and stimulating classroom environment and atmosphere, within the limits of the facilities and materials available.

Comments:

HANDLING OF STUDENT DISCIPLINE AND ATTENDANT PROBLEMS

(The ability to manage the non-instructional human dynamics in the educational setting.)

- _____ A. Establishes the guidelines and maintains order and discipline in the classroom.
- _____ B. Shows consistency and fairness in dealing with student behavior.
- _____ C. Disciplines students in a firm but controlled manner.
- _____ D. Assists in maintaining control and enforcing rules throughout the school.
- _____ E. Enlists the assistance of the counselor, assistant principal or principal in the discipline process when appropriate.

Comments:

INTEREST IN TEACHING PUPILS

(Understanding of and commitment to each pupil, taking into account each individual's unique background and characteristics, demonstrates enthusiasm for or enjoyment in working with students.)

- _____ A. Establishes rapport and demonstrates respect for students as individuals.
- _____ B. Provides guidance and assistance for students, using the counselor and other support personnel when appropriate.
- _____ C. Encourages students to develop courtesy, self-control, respect, and responsibility.

Comments:

KNOWLEDGE OF SUBJECT MATTER

(A depth and breadth of knowledge of theory and content in general education and subject matter specialization(s) appropriate for elementary and secondary education.)

- _____ A. Demonstrates competence in subject matter or grade level.

Comments:

PROFESSIONAL PREPARATION AND SCHOLARSHIP

(Exhibits in his/her performance, evidence of having a theoretical background and knowledge of the principles and methods of teaching and a commitment to all education as a profession.)

- _____ A. Possesses academic background appropriate to the subject area or grade level and is current in that subject area or grade level.

Comments:

PROFESSIONAL CHARACTERISTICS

(Understanding and commitment to high standards of professional conduct and behaviors....assists in participating in building responsibilities.)

- _____ A. Deals with personal information and communication in an ethical manner.
- _____ B. Understands and works with established priorities.
- _____ C. Willingly accepts school responsibilities.
- _____ D. Exhibits flexibility.
- _____ E. Is consistently prompt and accurate with reports when time and equipment are adequate.
- _____ F. Exhibits self-control, mature behavior, and judgment.
- _____ G. Communicates effectively with parents/guardians.
- _____ H. Maintains an appearance that does not detract from the educational process.
- _____ I. Exhibits proper command and use of language skills.

Comments:

EFFORT TOWARD IMPROVEMENT WHEN NEEDED

(Demonstrates an awareness of his/her limitations and strengths, and demonstrates continued professional growth.)

- _____ A. Is responsive to supervision and constructive criticism.
- _____ B. Implements improvement suggestions.
- _____ C. Has plan for evaluation of own work and initiates efforts to improve.

Comments:

TO BE COMPLETED JOINTLY BY STAFF MEMBER AND SUPERVISOR:
(Decisions may be altered if either the employee or the supervisor leaves the location/program)

_____ Participating in Option 1 for next year

_____ Eligible and participating in Option 2 for next year

_____ Eligible and participating in Option 3 for next year

Date: _____

Employee Signature: _____

Supervisor Signature: _____