

TEACHER PERFORMANCE EVALUATION FORM

Teacher's Name: _____ Position: _____ School/Department: _____
 Evaluator's Name: _____ Position: _____ School/Department: _____
 School Year: _____ Date: _____
 Observation Dates/Time/Duration: _____

EVALUATION KEY: **UL:** Unsatisfactory and lack of satisfactory progress over time; **U** = Unsatisfactory; **1, 2, 3** – Low to high satisfactory performance range; **NA** = Not applicable or not observed

CURRICULUM AND INSTRUCTION

Planning and Preparation **UL U 1 2 3 NA**

1. Communicates high standards and expectations to students.
2. Is up to date regarding curriculum content.
3. Effectively plans instruction.
4. Curriculum reflects State and CPS frameworks and learning expectations.
5. Effectively plans assessment of students' learning.
6. Monitors students' understanding of the curriculum effectively and adjusts instruction, materials, or assessments where appropriate.

Comments:

Instruction **UL U 1 2 3 NA**

1. Makes learning goals clear to students.
2. Uses appropriate instructional strategies.
3. Uses appropriate questioning strategies.
4. Evaluates, tries innovative approaches, and refines instructional strategies, including use of technologies, to increase student learning and confidence to learn.

Comments:

Learning Environment	UL	U	1	2	3	NA
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1. Creates an environment that is positive for student learning and involvement.
2. Maintains appropriate standards of behavior, mutual respect, and safety.
3. Promotes confidence and perseverance in students to stimulate increased personal responsibility for achieving the goals of the curriculum.
4. Strives to ensure equitable opportunities for student learning especially in regards to race, gender, ethnicity, class and student learning style/physical needs.
5. Demonstrates appreciation for, and sensitivity to, the diversity among individuals especially in regards to race, gender, ethnicity, class and student learning style/physical needs.

Comments:

Parent Interactions	UL	U	1	2	3	NA
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1. Is constructive and cooperative in interactions with parents and receptive to their contributions.
2. Communicates with parents regarding curriculum and instruction and student progress towards meeting learning goals.

Comments:

Contributing Member of Staff	UL	U	1	2	3	NA
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1. Shares responsibility for accomplishing the goals and priorities of the school, grade, team, and/or department and for achieving school and district improvement plan objectives.

Comments:

Professional Learning and Growth	UL	U	1	2	3	NA
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1. Is a reflective and continuous learner.
2. Engages in school and district based professional development activities.

Comments:

Performance of Routine Professional Obligations	UL	U	1	2	3	NA
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1. Responsibly meets professional obligations as regards punctuality, attendance, and assigned routine duties, policies and guidelines in performing professional responsibilities.

Comments:

SUMMARY:

Teacher successfully completed Administrative Assessment and is recommended for continued employment.

Teacher recommended to engage professional improvement plan.

Teacher not recommended for continued employment.

ADDITIONAL COMMENTS:

TEACHER COMMENTS:

Evaluator's Signature: _____ **Date:** _____

Teacher's Signature: _____ **Date:** _____

(Teacher's signature does not necessarily indicate agreement with evaluation, only that evaluator reviewed with teacher.)