



Evaluation of Instructional Personnel Final Evaluation

Name:	Location:	Date:
Employee ID:	Status:	School/Section:

Department	Subject Taught	Grade	I.P.Submitted Date
<input style="width: 100%;" type="text"/>			
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	I.P.Conf. Date
<input style="width: 100%;" type="text"/>			

Observation Dates					
<input style="width: 15%;" type="text"/>					
<input style="width: 15%;" type="text"/>					

Conference Dates					
<input style="width: 15%;" type="text"/>					
<input style="width: 15%;" type="text"/>					

Areas of Evaluation

1. SUPPORT FOR STUDENT LEARNING							
		Meets		Needs Improvement		No	
a	Uses the results of multiple assessments to guide instruction	<input style="width: 25px;" type="text"/>					
b	Guides all students to be self directed and assess their own learning	<input style="width: 25px;" type="text"/>					
c	Engages students in problem solving, critical thinking and other activities	<input style="width: 25px;" type="text"/>					
d	Uses a variety of instructional strategies and resources to respond to student's diverse needs	<input style="width: 25px;" type="text"/>					
e	Integrates students' prior knowledge, life experiences, and interests into the instructional program	<input style="width: 25px;" type="text"/>					

COMMENTS (max: 2000 characters)

2. PLANNING AND DESIGNING INSTRUCTION

e	Communicates regularly with students and parents about instructional goals and student progress						
f	Follows district and state policies, laws and regulations						
g	Communicates and interacts with colleagues, staff, parents and students in an appropriate manner						
h	Performs adjunct duties effectively						

COMMENTS (max: 2000 characters)

5. PUNCTUALITY, ATTENDANCE AND RECORDKEEPING

		Meets	Needs Improvement	No
a	Regularly arrives on time, starts class on schedule			
b	Regularly in attendance for the total contract day			
c	Maintains accurate and timely records			

COMMENTS (max: 2000 characters)

No. of Days Absent : No. of Times Tardy:

6. OVERALL EVALUATION

Meets Standard Performance Below Standard Performance

Commendations (max: 2000 characters)

Recommendations (max: 2000 characters)

Recommended Assistance (max: 2000 characters)

To be evaluated next year Yes No Extended to :

Evaluator Signature

Evaluator Name

Title

Date: _____

Employee ID

**Reviewing Administrator
Signature**

**Reviewing Administrator
Name**

I have received a copy of this report, but my signature does not necessarily indicate my agreement. I understand that I may attach a written response to this form within ten(10) working days from the date on which the report was received. This written response is to become a permanent part of the report and of my personnel service folder.

Employee Signature

Date
