

Mounds View Public Schools
350 Highway 96 West
Shoreview, MN 55126

Form EG-5103B

PROBATIONARY-TEACHER EVALUATION FORM

Conference report Name _____
____ 1st
____ 2nd School _____ Assignment: _____
____ 3rd
____ Summary Evaluation Date: _____

Dates of on-site observations Activities observed:

Explanation of Ratings

<u>Number</u>	<u>Meaning</u>
3	Achieves Standard
2	Area for Improvement
1	Unsatisfactory
n/o	Not observed

INSTRUCTIONAL PROFICIENCIES

I. USES INSTRUCTIONAL TIME EFFECTIVELY

- A. Plans and follows lessons based on objectives n/o 1 2 3
- B. Focuses student attention..... n/o 1 2 3
- C. Communicates objective(s) and purpose..... n/o 1 2 3

- D. Teaches to the objective(s)..... n/o 1 2 3
- E. Uses modeling n/o 1 2 3
- F. Monitors student learning and makes n/o 1 2 3
appropriate adjustments in teaching.
- G. Provides practice (guided and independent)..... n/o 1 2 3

Comments:

II. MOTIVATES STUDENTS EFFECTIVELY

- A. Relates learning to student interests..... n/o 1 2 3
- B. Offers varied learning activities appropriate..... n/o 1 2 3
to objective(s)
- C. Involves students in the lesson n/o 1 2 3
- D. Increases or decreases level of concern..... n/o 1 2 3
- E. Uses feeling tone appropriately n/o 1 2 3
- F. Provides knowledge of results n/o 1 2 3
- G. Sets tasks for student success n/o 1 2 3
- H. Sets tasks at correct level of difficulty n/o 1 2 3
- I. Uses appropriate questioning strategies..... n/o 1 2 3
- J. Encourages productive student behavior..... n/o 1 2 3

Comments:

III. CONDUCTS STUDENT ASSESSMENT APPROPRIATELY

- A. Aligns assessment with objectives and activities n/o 1 2 3
- B. Uses ongoing assessment of student learning n/o 1 2 3
- C. Uses various forms of assessment n/o 1 2 3
- D. Maintains high expectations appropriate for each student n/o 1 2 3

Comments:

IV. DEMONSTRATES PROFICIENCY IN SUBJECT AREA

- A. Demonstrates knowledge of subject area n/o 1 2 3
- B. Responds knowledgeably to student questions n/o 1 2 3

Comments:

MANAGEMENT PRACTICES AND PROFESSIONAL CHARACTERISTICS

I. DEMONSTRATES ADHERENCE TO ESTABLISHED TIMELINES, PROCEDURES AND POLICIES

- A. Records and reports daily attendance n/o 1 2 3
- B. Maintains accurate grade records with pertinent data..... n/o 1 2 3
- C. Completes reports of grades accurately and on time..... n/o 1 2 3
- D. Demonstrates concern for safety n/o 1 2 3
- E. Follows building and District policies, procedures..... n/o 1 2 3
and directives
- F. Maintains regular attendance..... n/o 1 2 3

G. Demonstrates punctuality n/o 1 2 3

Comments:

II. DEMONSTRATES PROFICIENCIES IN ORAL/WRITTEN LANGUAGE

A. Uses grammatically correct English n/o 1 2 3

B. Uses rules of spelling, punctuation and n/o 1 2 3
grammar correctly in written materials;
writes legibly

Comments:

III. ENCOURAGES COMMUNICATION WITH PARENTS

A. Interacts with parents in a positive, professional..... n/o 1 2 3
manner consistent with District procedures and policies

B. Maintains confidentiality about students and n/o 1 2 3
their families

C. Uses a variety of methods to communicate with parents n/o 1 2 3

Comments:

IV. DEMONSTRATES POSITIVE INTERPERSONAL RELATIONSHIPS WITH STAFF

A. Works cooperatively with staff

B. Exhibits overall positive professional approach..... n/o 1 2 3

C. Demonstrates effective listening skills n/o 1 2 3

D. Practices good human relations..... n/o 1 2 3

Comments:

V. DEMONSTRATES POSITIVE INTERPERSONAL RELATIONSHIPS WITH STUDENTS

A. Encourages students to be self-disciplined..... n/o 1 2 3

B. Promotes positive self-image in students..... n/o 1 2 3

C. Treats students in a consistent and empathetic..... n/o 1 2 3
manner

D. Creates a positive environment in the classroom for learning..... n/o 1 2 3

E. Uses a variety of strategies for classroom management n/o 1 2 3

Comments:

VI. PROFESSIONAL ACTIVITIES

A. Contributes to the larger school community n/o 1 2 3

B. Actively participates in professional improvement n/o 1 2 3

Comments:

Activities and Professional Involvement:

PLAN FOR IMPROVEMENT, GOALS/COMMENTS:

Evaluator's Signature/Title

Date

TEACHER COMMENTS:

*Teacher's Signature

Date

*The teacher's signature indicates that he/she has received a copy of this evaluation and has had the opportunity to discuss it. The signature does not necessarily indicate agreement with individual ratings and/or comments.

NOTE TO BUILDING PRINCIPAL: After the final evaluation each year, check one of the following:

_____ I recommend continuance of probationary status

_____ I recommend placing teacher on continuing contract

_____ I recommend termination

Principal's Approval

Date

Sept. 1996

Revised: 3-8-06 (address change only)