



# CLASSROOM EDUCATOR SUMMATIVE EVALUATION



Educator: \_\_\_\_\_  
 Employee ID #: \_\_\_\_\_  
 School: \_\_\_\_\_

Assignment: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 School Year: \_\_\_\_\_

## SUMMATIVE EVALUATION PRE-CONFERENCE

To be completed before employee conference

**1** Review of observation data Optional Comments:  
 No  
 Yes

**2** Review of survey data Optional Comments:  
 No  
 Yes

**3** Review of student growth Optional Comments:  
 No  
 Yes

### PLAN

**4** (P.1) Analyzes and uses ongoing assessment data to guide instructional planning Optional Comments:  
 Ineffective  
 Moderately Effective  
 Effective  
 Highly Effective

**5** (P.2) Designs instruction to meet or exceed DESK standards Optional Comments:  
 Ineffective  
 Moderately Effective  
 Effective  
 Highly Effective

**6** (P.3) Constructs relevant, meaningful learning experiences which meet individual learning needs Optional Comments:  
 Ineffective  
 Moderately Effective  
 Effective  
 Highly Effective

**7** (P.4) Sequences and scaffolds lessons which balance depth and breadth Optional Comments:  
 Ineffective  
 Moderately Effective  
 Effective  
 Highly Effective

### TEACH

**8** (T.1) Articulates learning goals, content, instructions, and expectations clearly

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

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**9** (T.2) Engages students in a variety of best practice instructional strategies and learning activities

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

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**10** (T.3) Utilizes instructional time wisely and paces effectively

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

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**11** (T.4) Displays enthusiasm and clear interest in the subject while ensuring students learn

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

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**12** (T.5) Uses instructional strategies to promote higher levels of thinking

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

## CHECK

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**13** (C.1) Utilizes a variety of informative checks to guide immediate adjustments during instruction and/or to guide re-teaching or enrichment activities

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

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**14** (C.2) Provides opportunities for students with diverse learning needs to demonstrate understanding

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

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**15** (C.3) Provides specific, timely, and ongoing formative feedback to inform students of progress

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

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**16** (C.4) Provides opportunities for students to set personal academic goals and self-assess progress

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

## ENVIRONMENT

**17** (E.1) Fosters an environment where educators and students are positive and respectful

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

**18** (E.2) Demonstrates caring and understanding within an environment of high expectations

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

**19** (E.3) Creates an inviting and safe learning environment through effective classroom organization, procedures, and behavior management

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

## PROFESSIONALISM

**20** (PRO.1) Engages in self-reflection and professional learning for continuous growth and expertise in content and pedagogy

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

**21** (PRO.2) Collaborates and cultivates productive relationships with staff, students, parents, administrators, and community to improve learning

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

**22** (PRO.3) Approaches challenges and changes positively in a problem-solving manner

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

**23** (PRO.4) Makes professional contributions to school, district, and school community

- Ineffective
- Moderately Effective
- Effective
- Highly Effective

Optional Comments:

**24** Adheres to all school, district, and state policies and procedures with consistency.

- No (comments required)
- Yes (comments optional)

Comments:

**25** Commendations, Recommendations, Other:

## SUMMATIVE EVALUATION CONFERENCE

To be completed with employee

### PROFESSIONAL GROWTH PLAN:

**26** Professional Development Review

- Complete

Optional Comments:

**27** Professional Contributions Review

- Complete

Optional Comments:

### REVIEW OF GOALS

<b>Performance Goal #1</b>	<input type="checkbox"/> No progress toward goal	<input type="checkbox"/> Progress made toward goal	<input type="checkbox"/> Met goal
<b>Performance Goal #2</b>	<input type="checkbox"/> No progress toward goal	<input type="checkbox"/> Progress made toward goal	<input type="checkbox"/> Met goal
<b>Academic Goal #3</b>	<input type="checkbox"/> No progress toward goal	<input type="checkbox"/> Progress made toward goal	<input type="checkbox"/> Met goal

*Educator Signature*

*Date*

*Supervisor Signature*

*Date*