

TULSA PUBLIC SCHOOLS
TEACHER'S CONFIDENTIAL EVALUATION

A. Teacher's Name: _____ Date: _____, 2006

School _____ Present Assignment _____

How long in this building? _____ years in the Tulsa Public Schools? _____ years.

B. Evaluation: Check (✓) one of the four columns at the right.

Definition of Evaluative Terms:

Commendable: Exceeds expectations
Satisfactory: Meets expectations
Needs to improve: Meets minimum job expectations
Unsatisfactory: Fails to meet minimum job expectations

COMMENDABLE	SATISFACTORY	NEEDS TO IMPROVE	UNSATISFACTORY
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ORGANIZATIONAL/CLASSROOM MANAGEMENT

1. PREPARATION - Plans for delivery of the lesson relative to short term and long term objectives				
2. ROUTINE - Uses minimum class time for non-instructional routines thus maximizing time on task				
3. DISCIPLINE - Clearly defines expected student behavior				
4. LEARNING ENVIRONMENT - Establishes rapport with students and provides a pleasant, safe and orderly climate conducive to learning				
5. LESSON PLANS - Writes daily lesson plans designed to achieve the identified objectives				
6. STUDENT FILES - Maintains a written record of student progress				
7. GRADING PATTERNS - Utilize grading patterns that are fairly administered and based on defied criteria				

Strengths, Comments, Recommendations:

INSTRUCTIONAL EFFECTIVENESS

8. INDIVIDUAL EDUCATION PROGRAMS - Assists with state and federal requirements regarding developing, monitoring and implementing IEP's for students				
9. ESTABLISH OBJECTIVES - Communicates the instructional objectives to students				
10. STRESS SEQUENCE - Shows how the present topic is related to those topics that have been taught or that will be taught				
11. RELATES OBJECTIVES - Relates subject topics to existing student experiences				
12. INVOLVES ALL LEARNERS - Uses signaled responses, questioning techniques and/or guided practice to involve all students				
13. EXPLAINS CONTENT - Teaches the objectives through a variety of methods				
14. EXPLAINS DIRECTIONS - Gives directions that are clearly stated and related to the learning objectives				
15. MODELS - Demonstrates the desired skill or process				
16. MONITORS - Checks to determine if students are progressing toward stated objectives				
17. ADJUSTS BASED ON MONITORING - Changes instruction based on the results of monitoring				
18. GUIDES PRACTICE - All students practice newly learned skills while under the direct supervision of the teacher				
19. PROVIDES FOR INDEPENDENT PRACTICE - Students practice newly learned skills without the direct supervision of the teacher				
20. ESTABLISHES CLOSURE - Summarizes and fits into context what has been taught				
21. STUDENT ACHIEVEMENT INDICATORS - Students demonstrate mastery of stated objectives through projects, daily assignments, performance and test scores.				

Strengths, Comments, Recommendations:

PROFESSIONAL GROWTH AND RESPONSIBILITY

22. Plans for and engages in professional development				
23. Follows school regulations as to arrival and departure times				
24. Attends required meetings				
25. Promotes orderly behavior throughout the school				
26. Enforces school board policy and administrative regulations				
27. Follows established procedures to protect the health and safety of students				

Strengths, Comments, Recommendations:

INTERPERSONAL SKILLS

28. Treats students with respect and dignity				
29. Interacts with students/staff/parents in a positive and professional manner				
30. Uses effective skills of communication				

Strengths, Comments, Recommendations:

* A JOB TARGET REPORT is required for any "Unsatisfactory" rating but, unless requested by the teacher, is optional for a "Needs to Improve."

C. Principal's Recommendations:

Dates of observation of teacher's work? (be specific): _____

Do you recommend the continued employment of this teacher? _____

Do you recommend establishing a plan of improvement? Yes No

(Within twenty (20) days after the date of this evaluation, the teacher may respond and said response shall be attached to this evaluation.)

Signature of Principal

Signature of Teacher*

Signature of Evaluator, if other than Principal