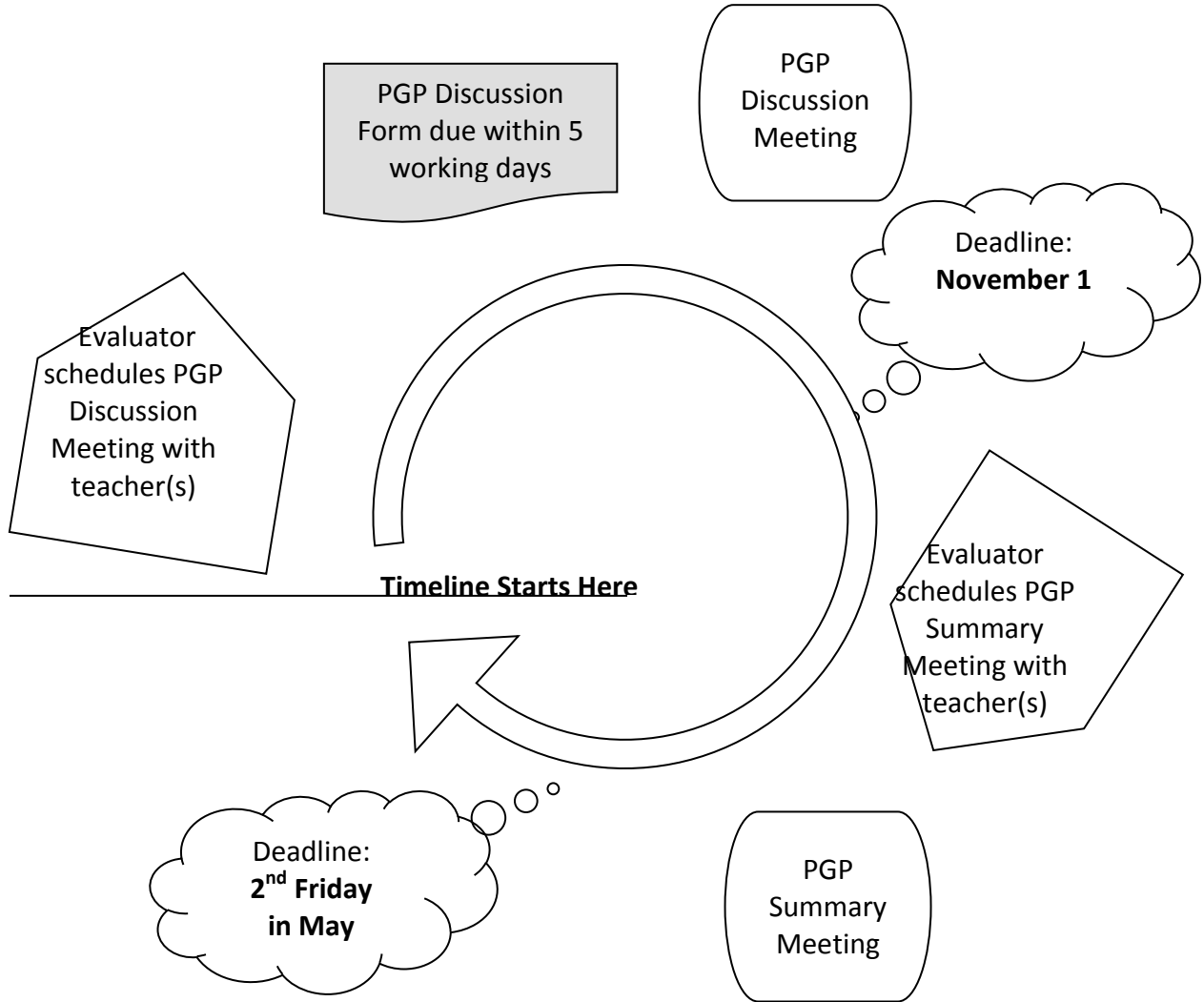


# Professional Growth Plan



## Professional Growth Plan (PGP) - Discussion Form

This form is to be completed by the staff member participating in this PGP and may be adjusted or rejected by the Evaluator.

**Teacher:** \_\_\_\_\_ **Building:** \_\_\_\_\_

**Dept/Grade:** \_\_\_\_\_

- 1. Student Achievement Goals based on your School Improvement Plan Goals/Objectives.**  
*(Goals will be base, on student achievement national, state, or local assessment data)*

- 2. Significant and Relevant Accomplishments and Contributions to the overall performance of the school by making clear, significant, relevant contributions above the normal expectations.**

- 3. Relevant Special Training other than the professional development or continuing education that is required by the employer or by state law, and integration of that training into instruction in a meaningful way.**

- 4. Artifacts: What evidence will be provided to demonstrate progress on this goal?**  
*(Must include national, state, or local assessments and other objective criteria)*

**This finalized/signed form is due to the evaluator at least 5 working days of the actual PGP Discussion**

Staff member signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Evaluator signature \_\_\_\_\_ Date \_\_\_\_\_

The signature of the evaluator expresses approval and support of the above documented Professional Growth Plan and that the goals fall within the established criteria.

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Copies:                      Staff member                      Evaluator                      Personnel file

# Holton Public Schools

School Year: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Assignment: \_\_\_\_\_ Building: \_\_\_\_\_

Status:

Probation \_\_\_1<sup>st</sup> yr \_\_\_2<sup>nd</sup> yr \_\_\_3<sup>rd</sup> yr \_\_\_4<sup>th</sup> yr \_\_\_5<sup>th</sup> yr \_\_\_Tenured

Observation conducted: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Subject(s): \_\_\_\_\_

## LEVELS OF PERFORMANCE

Each element of a component has four levels of performance; ineffective, minimally effective, effective, and highly effective. The levels range from describing teachers who are still striving to master the rudiments of teaching (ineffective) to highly accomplished professionals who are able to share their expertise (highly effective).

### INEFFECTIVE (1)

The teacher does not yet appear to understand the concepts underlying the component.

### MINIMALLY EFFECTIVE (2)

The teacher appears to understand the concepts underlying the component and attempts to implement its elements. But implementation is sporadic, intermittent, or otherwise not entirely successful. Additional reading, discussion, visiting classrooms of other teachers, and experience will enable the teacher to become proficient in this area.

### EFFECTIVE (3)

The teacher clearly understands the concepts underlying the component and implements well.

### HIGHLY EFFECTIVE (4)

Teachers at this level are master teachers and make a contribution to the field, both in and outside their school. Their classrooms operate at a qualitatively different level, consisting of a community of learners, with students highly motivated and engaged and assuming considerable responsibility for their own learning.

**PLANNING AND PREPARATION**

- A. Demonstrates Knowledge of Content Pedagogy
- B. Demonstrates Knowledge of Students
- C. Selects Appropriate Instructional Goals
- D. Demonstrates Knowledge of Resources
- E. Designs Coherent Instruction
- F. Accurately Assesses Student Learning

Comments:

I	M	E	H

Overall: \_\_\_\_\_

**THE CLASSROOM ENVIRONMENT**

- A. Creates an Environment of Respect and Rapport
- B. Establishes a Culture for Learning
- C. Manages Classroom Procedures
- D. Manages Student Behavior
- E. Effectively Organizes Behavior

Comments:

I	M	E	H

Overall: \_\_\_\_\_

**INSTRUCTION**

- A. Communicates Clearly and Accurately
- B. Uses Questioning and Discussion Techniques
- C. Engages Students in Learning
- D. Provides Appropriate/Timely Feedback to Students
- E. Demonstrates Flexibility and Responsiveness

Comments:

I	M	E	H

Overall: \_\_\_\_\_

**PROFESSIONAL RESPONSIBILITIES**

- A. Reflects on Teaching
- B. Maintains Accurate Records
- C. Communicates with Parents
- D. Contributes to the School and the District
- E. Participates in Professional Development Activities
- F. Shows Professionalism

Comments:

I	M	E	H

Overall: \_\_\_\_\_

