

**MONTEBELLO UNIFIED SCHOOL DISTRICT**

School Year:

Location:

EVALUATION AND ASSESSMENT OF CERTIFICATED PERSONNEL

Name: \_\_\_\_\_ Grade Level: \_\_\_\_\_ Subject/Assignment Description: \_\_\_\_\_

By the 25<sup>th</sup> day of school evaluation and assessment form must be received by evaluatee.

On or before the 45<sup>th</sup> day of school evaluatee must submit to the evaluator a minimum of 3 standards, 1 objective per standard, and a minimum of 2 instructional strategies/activities per objective. Prior to the 65<sup>th</sup> day, the evaluator may require a conference regarding the selection of the instructional strategies/activities.

By the 65<sup>th</sup> day evaluator signs and returns form to evaluatee.

By the 135<sup>th</sup> day formal observations and follow-up conference of evaluatee must be signed and completed.

By the 160<sup>th</sup> day evaluatee completes self-reflection to evaluator.

By the 180<sup>th</sup> day evaluator meets with evaluatee to discuss self-reflection. Individually or may be done in a group by mutual consent.

Standard I - ENGAGING AND SUPPORTING ALL STUDENT LEARNING		
Objective: (Choose minimum of one as your focus)*	Activities/Strategies for attaining the objective: (Minimum of two activities)	
<input type="checkbox"/> A. Connects students' prior knowledge, life experience, and interests with goals.  <input type="checkbox"/> B. Uses variety of instructional strategies and resources to respond to students' diverse needs.  <input type="checkbox"/> C. Facilitates learning experiences that promote autonomy, interaction, and choice.  <input type="checkbox"/> D. Engages students in problem solving, critical thinking, and other activities that make subject matter meaningful.  <input type="checkbox"/> E. Promotes self-directed, reflective learning for all students.	<u>Instructional Strategies/Activities</u> (action(s) taken to obtain objective)	<u>Evaluator Observation Notes</u>

**Standard II - CREATING & MAINTAINING EFFECTIVE ENVIRONMENTS FOR STUDENT LEARNING**

<p>Objective: (Choose minimum of one as your focus)*</p>	<p>Activities for attaining the objective: (Minimum of two activities)</p>	
<ul style="list-style-type: none"> <li><input type="checkbox"/> A. Creates a physical environment that engages all students.</li> <li><input type="checkbox"/> B. Establishes a climate that promotes fairness and respect.</li> <li><input type="checkbox"/> C. Promotes social development and group responsibility.</li> <li><input type="checkbox"/> D. Establishes and maintains standards for student behavior.</li> <li><input type="checkbox"/> E. Plans and implements classroom procedures and routines that support student learning.</li> <li><input type="checkbox"/> F. Uses instructional time effectively.</li> </ul>	<p><u>Instructional Strategies/Activities</u> (action(s) taken to obtain objective)</p>	<p><u>Observation Notes</u></p>

**Standard III - UNDERSTANDING AND ORGANIZING SUBJECT MATTER FOR STUDENT LEARNING**

<p>Objective: (Choose minimum of one as your focus)*</p>	<p>Activities for attaining the objective: (Minimum of two activities)</p>	
<ul style="list-style-type: none"> <li><input type="checkbox"/> A. Demonstrates knowledge of subject matter content and student development.</li> <li><input type="checkbox"/> B. Organizes curriculum to support student understanding of subject matter.</li> <li><input type="checkbox"/> C. Inter-relates ideas and information within and across subject matter areas.</li> <li><input type="checkbox"/> D. Develops student understanding through instructional strategies that are appropriate to the subject matter.</li> <li><input type="checkbox"/> E. Uses materials, resources, and technologies to make subject matter accessible to students.</li> </ul>	<p><u>Instructional Strategies/Activities</u> (action(s) taken to obtain objective)</p>	<p><u>Observation Notes</u></p>

**Standard IV - PLANNING INSTRUCTION & DESIGNING LEARNING EXPERIENCES FOR ALL STUDENTS**

<p>Objective: (Choose minimum of one as your focus)*</p>	<p>Activities for attaining the objective: (Minimum of two activities)</p>	
<ul style="list-style-type: none"> <li><input type="checkbox"/> A. Aligns curricula with District and State Standards.</li> <li><input type="checkbox"/> B. Draws on and values students' backgrounds, interests and developmental learning needs.</li> <li><input type="checkbox"/> C. Establishes and articulates goals for student learning activities.</li> <li><input type="checkbox"/> D. Develops and sequences instructional activities and materials for student learning.</li> <li><input type="checkbox"/> E. Designs short-term and long-term plans to foster student learning.</li> <li><input type="checkbox"/> F. Modifies instructional plans to adjust for student needs.</li> </ul>	<p><u>Instructional Strategies/Activities</u> (action(s) taken to obtain objective)</p>	<p><u>Observation Notes</u></p>

**Standard V - ASSESSING STUDENT LEARNING**

<p>Objective: (Choose minimum of one as your focus)*</p>	<p>Activities for attaining the objective: (Minimum of two activities)</p>	
<ul style="list-style-type: none"> <li><input type="checkbox"/> A. Establishes and communicates learning goals for all students.</li> <li><input type="checkbox"/> B. Collects and uses multiple sources of information to assess student learning.</li> <li><input type="checkbox"/> C. Involves and guides all students in assessing their own learning.</li> <li><input type="checkbox"/> D. Uses the results of assessments to guide instruction.</li> <li><input type="checkbox"/> E. Communicates with students, families, and other audiences about student progress.</li> </ul>	<p><u>Instructional Strategies/Activities</u> (action(s) taken to obtain objective)</p>	<p><u>Observation Notes</u></p>

**Standard VI - DEVELOPING AS A PROFESSIONAL EDUCATOR**

Objective: (Choose minimum of one as your focus)*	Activities for attaining the objective: (Minimum of two activities)	
<input type="checkbox"/> A. Reflects on teaching practice and plans professional development.  <input type="checkbox"/> B. Establishes professional goals and pursues opportunities to grow professionally.  <input type="checkbox"/> C. Works with families and communities to improve professional practice.  <input type="checkbox"/> D. Works with colleagues to improve professional practice.  <input type="checkbox"/> E. Provides support services to faculty and students through the development of, implementation of, and/or participation in any voluntary adjunct duty.	<u>Instructional Strategies/Activities</u> (action(s) taken to obtain objective)	<u>Observation Notes</u>

**Standard VII - REQUIRED CONDITIONS FOR LEARNING**

List the help, supplies, facilities you will need.

**Standard VIII - ADJUNCT DUTIES**

List Duties:

REVIEW OF AGREEMENT ON OBJECTIVES (By 65<sup>th</sup> day of school):

FINAL EVALUATION: (By 135<sup>th</sup> day of school):

\_\_\_\_\_  
Signature of Evaluatee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Evaluatee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Principal or Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Principal or Supervisor

\_\_\_\_\_  
Date



MONTEBELLO UNIFIED SCHOOL DISTRICT  
EVALUATION AND ASSESSMENT OF CERTIFICATED PERSONNEL

School Year:  
Location:

SELF REFLECTION FORM

TO BE COMPLETED BY 160<sup>TH</sup> DAY OF SCHOOL

Name: \_\_\_\_\_ Grade Level: \_\_\_\_\_ Subject/Assignment Description: \_\_\_\_\_

Standard __ Objective__	Self Professional Reflection

Standard __ Objective__	Self Professional Reflection

Standard __ Objective __	Self Professional Reflection

\_\_\_\_\_  
Signature of Principal or Supervisor

\_\_\_\_\_  
Date

DISTRIBUTION: Evaluator, Evaluatee and Personnel File