

**FORMS FOR
EVALUATION
OF
SENIOR MANAGEMENT
PRINCIPAL
SUPPORT TEAM LEAD
TEACHERS**

**Structure for the CSCE Executive Director, Deputy Director, Principal & Support Team
Lead Annual Performance Review**

GOAL SETTING AND ACTION PLANNING TOOL

Name: _____

Grade: _____

Date: _____

The action plan will include choosing a discreet element from the **California Professional Standards for Education Leaders (CPSEL) Standards** as goals identified by the Executive Director and/or Principal and their evaluator (in the case of the Principal, the Executive Director is evaluation; in the case of the Executive Director, a Board designee is the evaluator). The Executive Director or Principal will work (if needed with a coach) to develop the plan and work on achieving the goals. The action plan will be monitored throughout the year and updated at the end of each evaluation cycle.

The action plan will be monitored throughout the year and updated at the end of each evaluation cycle.

Goal Area	Strategies you will use to achieve the goal?	Resources/Supports needed	Expected Outcomes	E y

Principal/Executive Director

Evaluator

Date

GOAL SETTING AND ACTION PLANNING

**Executive Director, Deputy Director, Principal, Support & Team Lead Timeline
Fall 2020 to Spring 2021**

Meetings need to be scheduled at a time convenient for both parties. after school.

Self-Evaluation	Nov. 9 – Dec. 4
Goal Setting and Action Planning	Nov. 9 – Dec. 4
Submit Evidence	Nov. 9 – Dec. 4
Pre-Observation Conference	Nov. 30– Dec. 17
Observations	Nov. 30 – Dec. 17
Post-Observation Conference	Nov. 30 – Dec. 17
Goal Setting and Action Planning	Feb. 8 – March 11
Submit Evidence	Feb 8 – March 11
Pre-Observation Conference	March 8 – March 25
Lesson Observation	March 15– April 9
Summative Conferences	April 12 – April 30

**FORMS FOR
EVALUATION
OF
TEACHERS**

Teacher Evaluation Timeline

Meetings need to be scheduled with the Principal after school.

Self-Evaluation	Nov. 9 – Dec. 4
Goal Setting and Action Planning	Nov. 9 – Dec. 4
Submit Evidence	Nov. 9 – Dec. 4
Pre-Observation Conference	Nov. 30– Dec. 17
Observations	Nov. 30 – Dec. 17
Post-Observation Conference	Nov. 30 – Dec. 17
Goal Setting and Action Planning	Feb. 8 – March 11
Submit Evidence	Feb 8 – March 11
Pre-Observation Conference	March 8 – March 25
Lesson Observation	March 15– April 9
Summative Conferences	April 12 – April 30

Guiding Questions for Lesson Plan for Observation

Name:	Date:
Grade Level:	Number of Students:
Number of students with IEP:	Number of students who are ELL:
Block Title:	Lesson Content Focus:

Link/Context: What background information for your lesson and class environment is helpful to the evaluator? What have you already done? What is coming after this lesson? What accommodations are there for Students with Disabilities and English Learners students in this lesson?

Objectives: Provide the objectives for the lesson. How will the students know the skill and content objectives of the lesson?

Standards: Please list the Common Core Standards this lesson will be addressing. Provide a brief explanation of how your lesson will help each student master these standards.

Assessment: Please explain how you will assess student learning during this lesson. Provide rubrics, observation criteria, or any other tools that you will be using to assess.

Instructional Strategies: Please list specific strategies you will be using in the lesson. Explain how instruction will be differentiated to meet individual student needs during lesson.

Whole Groups (Whole):

Small Group/Individual (Part):

Whole Group (Back to Whole):

Next Steps: What will follow this lesson?

GOAL SETTING AND ACTION PLANNING TOOL

Name: _____ **Grade:** _____

Date: _____

The action plan will include choosing a discreet element from the CSTP standards (e.g. Element 2.5 – Developing, communicating, and maintaining high standards for individual and group behavior) goals identified by the teacher and/or evaluator. The teacher will work with an instructional coach to develop the plan and work on achieving the goals. The action plan will be monitored throughout the year and updated at the end of each evaluation cycle.

Goal Area	Strategies you will use to achieve the goal?	Resources/Supports needed	Expected Outcomes	E y

Teacher

Principal

Date



Community School for Creative Education

社羣創新學校
Escuela Comunitaria de Educación Creativa
Trường Học Cộng Đồng Cho Sáng Kiến Học Tập
