

TEACHER SUPPORT EVIDENCE COLLECTION FORM – SAMPLE

TEACHER:

Grade-Subject(S):

Experience:

Evaluator:

Years at this school:

I. END OF YEAR REFLECTION (Prior Year)

SUMMARY: COMPASS FINAL END OF YEAR RATINGS

Professional Practice Rating:

Student Growth Rating:

Overall Rating:

COMMUNICATION & DOCUMENTATION: Sample Excerpts

End of Year Conversation: Planning and Notes

End of Year: CIS Entry

II. BEGINNING OF THE YEAR (Current Year)

GOAL SETTING: Student Learning Targets (SLTs)

Details Related to Goal Setting:

SLT1:

SLT2:

SLT3:

Notes:

COMMUNICATION & DOCUMENTATION: Sample Excerpts

Student Learning Targets: CIS Entry

Evaluator Comments for SLT1:

Evaluator Comments for SLT2:

Evaluator Comments for SLT3:

FORMAL OBSERVATION

General Notes (pre/post conference and observation dates, etc.):

1c

2c

3b

3c

3d

Overall Rating

COMMUNICATION & DOCUMENTATION

Formal Observation: Face to Face Meetings

Pre-Observation Conference Date/Time:

During this conference time, discussion focused on:

Full Lesson Observation Date/Time:

Post-Observation Conference Date/Time:

Formal Observation: CIS Entry

In addition to the ratings of each component, the evaluator provided a focused set of comments to guide the teacher in next steps through specific evidence and suggestions.

Strengths:

Weaknesses:

Opportunities for Improvement:

III. 1st TERM SUPPORT (Current Year)

MONITORING PROGRESS & SUPPORTING IMPROVEMENT #1

Focused Observation General Notes (date, class/subject, time):

Focus Areas:

How was feedback provided?

COMMUNICATION & DOCUMENTATION: Sample Excerpts

Focused Observation: Feedback Details

MONITORING PROGRESS & SUPPORTING IMPROVEMENT #2

Focused Observation General Notes (date, class/subject, time):

Focus Areas:

How was feedback provided?

COMMUNICATION & DOCUMENTATION: Sample Excerpts

Focused Observations: Feedback Details

CIS ENTRY

Summary Notes/Comments:

Evaluator's Next Steps:

Teacher's Next Steps:

IV. MIDYEAR REVIEW (Current Year)

MONITORING PROGRESS & SUPPORTING IMPROVEMENT #3

Focused Observation General Notes (date, class/subject, time):

Focus Areas:

How was feedback provided?

COMMUNICATION & DOCUMENTATION

Mid-Year Review: Planning Email

Sample mid-year reflection questions:

- To what extent are students learning the priority content and progressing toward their goals?
- What actions have you taken to ensure that students make progress toward their goals?
- What actions seem to have the most impact on student learning?

Mid-Year Review: Feedback Meeting

Sample Meeting Agenda:

- I. Teacher Self Reflection (sent in advance)
- II. Progress since the formal observation
- III. Assessment of support to date
- III. Identify Next Steps and Timelines

Mid-Year Review: CIS Entry

Notes/Comments:

Next Steps:

V. 2nd TERM SUPPORT (Current Year)

MONITORING PROGRESS & SUPPORTING IMPROVEMENT #1

Focused Observation General Notes (date, class/subject, time):

Focus Areas:

How was feedback provided?

COMMUNICATION & DOCUMENTATION

Focused Observation: Feedback Details

MONITORING PROGRESS & SUPPORTING IMPROVEMENT #2

Focused Observation General Notes (date, class/subject, time):

Focus Areas:

How was feedback provided?

COMMUNICATION & DOCUMENTATION

Focused Observations: Feedback Details

Focused Observations: CIS ENTRY

Notes/Comments:

Next Steps:

VI. END OF YEAR REFLECTION (Current Year)

OVERALL FINAL RATING

COMPONENT DETAILS: COMPASS FINAL END OF YEAR RATINGS

PROFESSIONAL PRACTICE

Considerations

Rating

Evidence

Formal Observations:

Focused Observations:

Critical Attributes associated with the _____ level of teacher effectiveness not yet evident:

STUDENT GROWTH

Considerations

Rating

Evidence

SLT #1 Results:

SLT #2 Results:

SLT #3 Results:

TSGD Scores

TSGD Scores

COMMUNICATION & DOCUMENTATION

END OF YEAR CONVERSATION

Details (date, etc.):

What led to/hindered student success?

What changes in practice took place this year? What additional changes need to take place?

What resources are available or needed to support teacher and student success?

How did data inform your instruction this year? How will the data collected this year help you plan for future instruction?

End of Year: CIS Entry

Professional Practice:

Student Growth:

Teacher's Next Steps: