

Formal Observation Summary

Teacher Ericka Belancourt

School Sacred Heart School

Grade Level(s) 8th

Subject(s) Spanish

Observer Kathryn Besheer

Date 11/16/18

Evidence of Teaching

Domain 1: Planning and Preparation

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
<p>1a Demonstrating Knowledge of Content and Pedagogy</p>	<p>In planning and practice, the teacher makes content errors or does not correct errors made by students. The teacher displays little understanding of prerequisite knowledge important to student learning of the content. The teacher displays little or no understanding of the range of pedagogical approaches suitable to student learning of the content.</p>	<p>The teacher is familiar with the important concepts in the discipline but displays a lack of awareness of how these concepts relate to one another. The teacher indicates some awareness of prerequisite learning, although such knowledge may be inaccurate or incomplete. The teacher's plans and practice reflect a limited range of pedagogical approaches to the discipline or to the students.</p>	<p>The teacher displays solid knowledge of the important concepts in the discipline and how these relate to one another. The teacher demonstrates accurate understanding of prerequisite relationships among topics. The teacher's plans and practice reflect familiarity with a wide range of effective pedagogical approaches in the subject.</p>	<p>The teacher displays extensive knowledge of the important concepts in the discipline and how these relate both to one another and to other disciplines. The teacher demonstrates understanding of prerequisite relationships among topics and concepts and understands the link to necessary cognitive structures that ensure student understanding. The teacher's plans and practice reflect familiarity with a wide range of effective pedagogical approaches in the discipline and the ability to anticipate student misconceptions.</p>
<p><i>Evidence: Mrs. Belancourt understands what needs to be taught and how to communicate that to students. Her curriculum is well mapped for the year to get the students where we as a school want them. She has brought both culture and conversation to our world language program.</i></p>				
<p>1b Demonstrating Knowledge of Students</p>	<p>The teacher displays minimal understanding of how students learn — and little knowledge of their varied approaches to learning, knowledge and skills, special needs, and interests and cultural heritages — and does not indicate that such knowledge is valuable.</p>	<p>The teacher displays generally accurate knowledge of how students learn and of their varied approaches to learning, knowledge and skills, special needs, and interests and cultural heritages, yet may apply this knowledge not to individual students but to the class as a whole.</p>	<p>The teacher understands the active nature of student learning and attains information about levels of development for groups of students. The teacher also purposefully acquires knowledge from several sources about groups of students' varied approaches to learning, knowledge and skills, special needs, and interests and cultural heritages.</p>	<p>The teacher understands the active nature of student learning and acquires information about levels of development for individual students. The teacher also systematically acquires knowledge from several sources about individual students' varied approaches to learning, knowledge and skills, special needs, and interests and cultural heritages.</p>
<p><i>Evidence: While the lesson was mostly whole group instruction and independent work, Mrs. Belancourt knew exactly who she needed to support and went to them immediately (i.e. working one on one with Jarabe).</i></p>				

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
<p>1c Setting Instructional Outcomes</p>	<p>The teacher displays minimal understanding of how students learn — and little knowledge of their varied approaches to learning, knowledge and skills, special needs, and interests and cultural heritages — and does not indicate that such knowledge is valuable.</p>	<p>The teacher displays generally accurate knowledge of how students learn and of their varied approaches to learning, knowledge and skills, special needs, and interests and cultural heritages, yet may apply this knowledge not to individual students but to the class as a whole.</p>	<p>The teacher understands the active nature of student learning and attains information about levels of development for groups of students. The teacher also purposefully acquires knowledge from several sources about groups of students' varied approaches to learning, knowledge and skills, special needs, and interests and cultural heritages.</p>	<p>The teacher understands the active nature of student learning and acquires information about levels of development for individual students. The teacher also systematically acquires knowledge from several sources about individual students' varied approaches to learning, knowledge and skills, special needs, and interests and cultural heritages.</p>
<p><i>Evidence: Mrs. Belancourt has set clear goals for our middle schools students. Each lesson is well planned and organized, but it will be helpful to both her and her students if she includes a clear objective so that she can measure that goal for each lesson.</i></p>				
<p>1d Demonstrating Knowledge of Resources</p>	<p>The teacher is unaware of resources to assist student learning beyond materials provided by the school or district, nor is the teacher aware of resources for expanding one's own professional skill.</p>	<p>The teacher displays some awareness of resources beyond those provided by the school or district for classroom use and for extending one's professional skill but does not seek to expand this knowledge.</p>	<p>The teacher displays awareness of resources beyond those provided by the school or district, including those on the Internet, for classroom use and for extending one's professional skill, and seeks out such resources.</p>	<p>The teacher's knowledge of resources for classroom use and for extending one's professional skill is extensive, including those available through the school or district, in the community, through professional organizations and universities, and on the Internet.</p>
<p><i>Evidence: Mrs. Belancourt pulled from a variety of sources for this one lesson. Her experience teaching Spanish has given her a wealth of information in terms of resources. She brought our current text series into the building, but is constantly looking for other resources to meet the needs of our students.</i></p>				
<p>Component</p>	<p>Unsatisfactory <input type="checkbox"/></p>	<p>Basic <input type="checkbox"/></p>	<p>Proficient <input checked="" type="checkbox"/></p>	<p>Distinguished <input type="checkbox"/></p>
<p>1e Designing Coherent Instruction</p>	<p>Learning activities are poorly aligned with the instructional outcomes, do not follow an organized progression, are not designed to engage students in active intellectual activity, and have unrealistic time allocations. Instructional groups are not suitable to the activities and offer no variety.</p>	<p>Some of the learning activities and materials are aligned with the instructional outcomes and represent moderate cognitive challenge, but with no differentiation for different students. Instructional groups partially support the activities, with some variety. The lesson or unit has a recognizable structure, but the progression of activities is uneven, with only some reasonable time allocations.</p>	<p>Most of the learning activities are aligned with the instructional outcomes and follow an organized progression suitable to groups of students. The learning activities have reasonable time allocations; they represent significant cognitive challenge, with some differentiation for different groups of students and varied use of instructional groups.</p>	<p>The sequence of learning activities follows a coherent sequence, is aligned to instructional goals, and is designed to engage students in high-level cognitive activity. These are appropriately differentiated for individual learners. Instructional groups are varied appropriately, with some opportunity for student choice.</p>

Evidence: The materials and activities are appropriate for the goals of the lesson, however it will be important to keep the notes exemplified on the board in an organized fashion. Is there a pedagogical reason why some definitions were not put on the board?

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
<p>11 Designing Student Assessments</p> <p><i>Evidence: Mrs. Betancourt was able to gather information on what her students were grasping by calling on them throughout the lesson, having them write on the board, and ultimately collecting their worksheets.</i></p>	<p>Assessment procedures are not congruent with instructional outcomes and lack criteria by which student performance will be assessed. The teacher has no plan to incorporate formative assessment in the lesson or unit.</p>	<p>Assessment procedures are partially congruent with instructional outcomes. Assessment criteria and standards have been developed, but they are not clear. The teacher's approach to using formative assessment is rudimentary, including only some of the instructional outcomes.</p>	<p>All the instructional outcomes may be assessed by the proposed assessment plan; assessment methodologies may have been adapted for groups of students. Assessment criteria and standards are clear. The teacher has a well-developed strategy for using formative assessment and has designed particular approaches to be used.</p>	<p>All the instructional outcomes may be assessed by the proposed assessment plan, with clear criteria for assessing student work. The plan contains evidence of student contribution to its development. Assessment methodologies have been adapted for individual students as the need has arisen. The approach to using formative assessment is well designed and includes student as well as teacher use of the assessment information.</p>

Domain 1: Planning and Preparation Rating: ___ U ___ B ___ X ___ P ___ D

Domain 2: The Classroom Environment

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
<p>2a Creating an Environment of Respect and Rapport</p>	<p>Patterns of classroom interactions, both between teacher and students and among students, are mostly negative, inappropriate, or insensitive to students' ages, cultural backgrounds, and developmental levels. Student interactions are characterized by sarcasm, put-downs, or conflict. The teacher does not deal with disrespectful behavior.</p>	<p>Patterns of classroom interactions, both between teacher and students and among students, are generally appropriate but may reflect occasional inconsistencies, favoritism, and disregard for students' ages, cultures, and developmental levels. Students rarely demonstrate disrespect for one another. The teacher attempts to respond to disrespectful behavior, with uneven results. The net result of the interactions is neutral, conveying neither warmth nor conflict.</p>	<p>Teacher-student interactions are friendly and demonstrate general caring and respect. Such interactions are appropriate to the ages, cultures, and developmental levels of the students. Interactions among students are generally polite and respectful, and students exhibit respect for the teacher. The teacher responds successfully to disrespectful behavior among students. The net result of the interactions is polite, respectful, and business-like, though students may be somewhat cautious about taking intellectual risks.</p>	<p>Classroom interactions between the teacher and students and among students are highly respectful, reflecting genuine warmth, caring, and sensitivity to students as individuals. Students exhibit respect for the teacher and contribute to high levels of civility among all members of the class. The net result is an environment where all students feel valued and are comfortable taking intellectual risks.</p>
<p><i>Evidence: It is evident that Mrs. Belencourt cares for her students and their success in the Spanish program. As 6th graders who are unaccustomed to such high expectations in this program, the students she respects clearly respect the program and the work Mrs. Belencourt has put into it as evidenced in their hard work and desire to please her.</i></p>	<p>Component Unsatisfactory <input type="checkbox"/></p>	<p>Basic <input type="checkbox"/></p>	<p>Proficient <input checked="" type="checkbox"/></p>	<p>Distinguished <input type="checkbox"/></p>
<p>2b Establishing a Culture for Learning</p>	<p>The classroom culture is characterized by a lack of teacher or student commitment to learning, and/or little or no investment of student energy in the task at hand. Hard work and the precise use of language are not expected or valued. Medium to low expectations for student achievement are the norm, with high expectations for learning reserved for only one or two students.</p>	<p>The classroom culture is characterized by little commitment to learning by the teacher or students. The teacher appears to be only "going through the motions," and students indicate that they are interested in the completion of a task rather than the quality of the work. The teacher conveys that student success is the result of natural ability rather than hard work, and refers only in passing to the precise use of language. High expectations for learning are reserved for those students thought to have a natural aptitude for the subject.</p>	<p>The classroom culture is a place where learning is valued by all, high expectations for both learning and hard work are the norm for most students. Students understand their role as learners and consistently expend effort to learn. Classroom interactions support learning, hard work, and the precise use of language.</p>	<p>The classroom culture is a cognitively busy place, characterized by a shared belief in the importance of learning. The teacher conveys high expectations for learning for all students and insists on hard work; students assume responsibility for high quality by initiating improvements, making revisions, adding detail, and/or assisting peers in their precise use of language.</p>
<p><i>Evidence: Mrs. Belencourt was observed during an 8th grade class, immediately following the lunch period. Yet students got right to work and completed all their tasks efficiently. Because of the work Mrs. B puts into her lessons, her students can't help but put similar effort into their own work. It was also impressive to see students asking for clarification on the nuances of the verbs.</i></p>				

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input type="checkbox"/>	Distinguished <input checked="" type="checkbox"/>
2c Managing Classroom Procedures	Much instructional time is lost due to inefficient classroom routines and procedures. There is little or no evidence of the teacher's management of instructional groups and transitions and/or handling of materials and supplies effectively. There is little evidence that students know or follow established routines, or that volunteers and paraprofessionals have clearly defined tasks.	Some instructional time is lost due to partially effective classroom routines and procedures. The teacher's management of instructional groups and transitions, or handling of materials and supplies, or both, are inconsistent, leading to some disruption of learning. With regular guidance and prompting, students follow established routines, and volunteers and paraprofessionals perform their duties.	There is little loss of instructional time due to effective classroom routines and procedures. The teacher's management of instructional groups and transitions, or handling of materials and supplies, or both, are consistently successful. With minimal guidance and prompting, students follow established classroom routines, and volunteers and paraprofessionals contribute to the class.	Instructional time is maximized due to efficient and seamless classroom routines and procedures. Students take initiative in the management of instructional groups and transitions, and/or the handling of materials and supplies. Routines are well understood and may be initiated by students. Volunteers and paraprofessionals make an independent contribution to the class.

Evidence: By 12:16, students were standing up to pray and they were working right up until the bell. Students are clearly in the routine of the classroom and all worked the full 45 minute period.

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
2d Managing Student Behavior	There appear to be no established standards of conduct, or students challenge them. There is little or no teacher monitoring of student behavior, and response to students' misbehavior is repressive or disrespectful of student dignity.	Standards of conduct appear to have been established, but their implementation is inconsistent. The teacher tries, with uneven results, to monitor student behavior and respond to student misbehavior.	Student behavior is generally appropriate. The teacher monitors student behavior against established standards of conduct. Teacher response to student misbehavior is consistent, proportionate, and respectful to students and is effective.	Student behavior is entirely appropriate. Students take an active role in monitoring their own behavior and/or that of other students against standards of conduct. Teacher monitoring of student behavior is subtle and preventive. The teacher's response to student misbehavior is sensitive to individual student needs and respects students' dignity.

Evidence: There were very few behaviors to manage, though some students seemed less engaged (Charlie). There was no time for the students to misbehave, but as soon as a student seemed to slip out of line (Kyiel), Mrs. B politely asked "is there a problem?" and swiftly moved on with her lesson.

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
2e Organizing Physical Space	The classroom environment is unsafe, or learning is not accessible to many. There is poor alignment between the arrangement of furniture and resources, including computer technology, and the lesson activities.	The classroom is safe, and essential learning is accessible to most students. The teacher makes modest use of physical resources, including computer technology. The teacher attempts to adjust the classroom furniture for a lesson or, if necessary, to adjust the lesson to the furniture, but with limited effectiveness.	The classroom is safe, and students have equal access to learning activities; the teacher ensures that the furniture arrangement is appropriate to the learning activities and uses physical resources, including computer technology, effectively.	The classroom environment is safe, and learning is accessible to all students, including those with special needs. The teacher makes effective use of physical resources, including computer technology. The teacher ensures that the physical arrangement is appropriate to the learning activities. Students contribute to the use or adaptation of the physical environment to advance learning.

Evidence: Mrs. B's classroom is neat and organized, but also colorful and inviting. It speaks to the culture she is trying to communicate. There is also a bulletin board for the Spanish club's child who they are sponsoring which reinforces the mission of the program and invites students to participate.

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
<p>3a Communicating with Students</p>	<p>The instructional purpose of the lesson is unclear to students, and the directions and procedures are confusing. The teacher's explanation of the content contains major errors and does not include any explanation of strategies students might use. The teacher's spoken or written language contains errors of grammar or syntax. The teacher's academic vocabulary is inappropriate, vague, or used incorrectly, leaving students confused.</p>	<p>The teacher's attempt to explain the instructional purpose has only limited success, and/or directions and procedures must be clarified after initial student confusion. The teacher's explanation of the content may contain minor errors; some portions are clear, others difficult to follow. The teacher's explanation does not invite students to engage intellectually or to understand strategies they might use when working independently. The teacher's spoken language is correct but uses vocabulary that is either limited or not fully appropriate to the students' ages or backgrounds. The teacher rarely takes opportunities to explain academic vocabulary.</p>	<p>The instructional purpose of the lesson is clearly communicated to students, including where it is situated within broader learning, directions and procedures are explained clearly and may be modeled. The teacher's explanation of content is scaffolded, clear, and accurate and connects with students' knowledge and experience. During the explanation of content, the teacher focuses, as appropriate, on strategies students can use when working independently and invites student intellectual engagement. The teacher's spoken and written language is clear and correct and is suitable to students' ages and interests. The teacher's use of academic vocabulary is precise and serves to extend student understanding.</p>	<p>The teacher links the instructional purpose of the lesson to the larger curriculum; the directions and procedures are clear and anticipate possible student misunderstanding. The teacher's explanation of content is thorough and clear, developing conceptual understanding through clear scaffolding and connecting with students' interests. Students contribute to extending the content by explaining concepts to their classmates and suggesting strategies that might be used. The teacher's spoken and written language is expressive, and the teacher finds opportunities to extend students' vocabularies, both within the discipline and for more general use. Students contribute to the correct use of academic vocabulary.</p>
<p><i>Evidence: Mrs. B is clear and polite with her students. I would like to see her be more confident with them, but I think that had something to do with me being in the room. When I pop in on classes, she is much more relaxed with students. It is wonderful to have the notes demonstrated on the board for them! It will benefit them even more if they stay more organized.</i></p>				
<p>3b Using Questioning and Discussion Techniques</p>	<p>The teacher's questions are of low cognitive challenge, with single correct responses, and are asked in rapid succession. Interaction between the teacher and students is predominantly recitation style, with the teacher mediating all questions and answers; the teacher accepts all contributions without asking students to explain their reasoning. Only a few students participate in the discussion.</p>	<p>The teacher's questions lead students through a single path of inquiry, with answers seemingly determined in advance. Alternatively, the teacher attempts to ask some questions designed to engage students in thinking, but only a few students are involved. The teacher attempts to engage all students in the discussion, to encourage them to respond to one another, and to explain their thinking, with uneven results.</p>	<p>While the teacher may use some low-level questions, he poses questions designed to promote student thinking and understanding. The teacher creates a genuine discussion among students, providing adequate time for students to respond and stepping aside when doing so is appropriate. The teacher challenges students to justify their thinking and successfully engages most students in the discussion, employing a range of strategies to ensure that most students are heard.</p>	<p>The teacher uses a variety or series of questions or prompts to challenge students cognitively, advance high-level thinking and discourse, and promote metacognition. Students formulate many questions, initiate topics, challenge one another's thinking, and make unsolicited contributions. Students themselves ensure that all voices are heard in the discussion.</p>
<p><i>Evidence: There was not much discussion in this lesson—the focus was on student identifying the verb and classifying them as er, ar, or ir. However, Mrs. B would ask students to explain how they knew a particular word was the verb.</i></p>				

Engaging Students in Learning

The learning tasks/activities, materials, and resources are poorly aligned with the instructional outcomes, or require only rote responses, with only one approach possible. The groupings of students are unsuitable to the activities. The lesson has no clearly defined structure, or the pace of the lesson is too slow or rushed.

The learning tasks and activities are partially aligned with the instructional outcomes but require only minimal thinking by students and little opportunity for them to explain their thinking, allowing most students to be passive or merely compliant. The groupings of students are moderately suitable to the activities. The lesson has a recognizable structure; however, the pacing of the lesson may not provide students the time needed to be intellectually engaged or may be so slow that many students have a considerable amount of "downtime."

The learning tasks and activities are fully aligned with the instructional outcomes and are designed to challenge student thinking, inviting students to make their thinking visible. This technique results in active intellectual engagement by most students with important and challenging content and with teacher scaffolding to support that engagement. The groupings of students are suitable to the activities. The lesson has a clearly defined structure, and the pacing of the lesson is appropriate, providing most students the time needed to be intellectually engaged.

Virtually all students are intellectually engaged in challenging content through well-designed learning tasks and activities that require complex thinking by students. The teacher provides suitable scaffolding and challenges students to explain their thinking. There is evidence of some student initiation of inquiry and student contributions to the exploration of important content. Students may serve as resources for one another. The lesson has a clearly defined structure, and the pacing of the lesson provides students the time needed not only to intellectually engage with and reflect upon their learning but also to consolidate their understanding.

Evidence: Students were able to see the relevance of what they were doing. As such, they were engaged and eager to demonstrate what they'd learned.

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
<p>3d Using Assessment in Instruction</p>	<p>Students do not appear to be aware of the assessment criteria, and there is little or no monitoring of student learning. Feedback is absent or of poor quality. Students do not engage in self- or peer assessment.</p>	<p>Students appear to be only partially aware of the assessment criteria, and the teacher monitors student learning for the class as a whole. Questions and assessments are rarely used to diagnose evidence of learning. Feedback to students is general, and few students assess their own work.</p>	<p>Students appear to be aware of the assessment criteria, and the teacher monitors student learning for groups of students. Questions and assessments are regularly used to diagnose evidence of learning. Teacher feedback to groups of students is accurate and specific; some students engage in self-assessment.</p>	<p>Assessment is fully integrated into instruction, through extensive use of formative assessment. Students appear to be aware of, and there is some evidence that they have contributed to, the assessment criteria. Questions and assessments are used regularly to diagnose evidence of learning by individual students. A variety of forms of feedback, from both teacher and peers, is accurate and specific and advances learning. Students self-assess and monitor their own progress. The teacher successfully differentiates instruction to address individual students' misunderstandings.</p>
<p>Evidence: By having the students go around the room and ID the verbs, Mrs. B was able to see which students were struggling with the concept and then support those students during independent work.</p>				

Unsatisfactory	Basic	Proficient	Distinguished	Unsatisfactory
<p>3e Demonstrating Flexibility and Responsiveness</p>	<p>The teacher ignores students' questions; when students have difficulty learning, the teacher blames them or their home environment for their lack of success. The teacher makes no attempt to adjust the lesson even when students don't understand the content.</p>	<p>The teacher accepts responsibility for the success of all students but has only a limited repertoire of strategies to use. Adjustment of the lesson in response to assessment is minimal or ineffective.</p>	<p>The teacher successfully accommodates students' questions and interests. Drawing on a broad repertoire of strategies, the teacher persists in seeking approaches for students who have difficulty learning. If impromptu measures are needed, the teacher makes a minor adjustment to the lesson and does so smoothly.</p>	<p>The teacher seizes an opportunity to enhance learning, building on a spontaneous event or students' interests, or successfully adjusts and differentiates instruction to address individual student misunderstandings. Using an extensive repertoire of instructional strategies and soliciting additional resources from the school or community, the teacher persists in seeking effective approaches for students who need help.</p>
<p><i>Evidence: Mrs. B worked hard to meet the needs of her students. While the class itself was very structured and there was little need to make adjustments, she made herself available to students who needed extra support.</i></p>				

Domain 3: Instruction Rating U B X P D

Domain 4: Professional Responsibility

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
4a Reflecting on Teaching	The teacher does not know whether a lesson was effective or achieved its instructional outcomes, or the teacher profoundly misjudges the success of a lesson. The teacher has no suggestions for how a lesson could be improved.	The teacher has a generally accurate impression of a lesson's effectiveness and the extent to which instructional outcomes were met. The teacher makes general suggestions about how a lesson could be improved.	The teacher makes an accurate assessment of a lesson's effectiveness and the extent to which it achieved its instructional outcomes and can cite general references to support the judgment. The teacher makes a few specific suggestions of what could be tried another time the lesson is taught.	The teacher makes a thoughtful and accurate assessment of a lesson's effectiveness and the extent to which it achieved its instructional outcomes, citing many specific examples from the lesson and weighing the relative strengths of each. Drawing on an extensive repertoire of skills, the teacher offers specific alternative actions, complete with the probable success of different courses of action.
<i>Evidence: Mrs. B is constantly looking for ways to improve her class. She also made adjustments to her expectations and her plans to meet the needs of our students, who have only had Spanish once per week.</i>				
Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
4b Maintaining Accurate Records	The teacher's system for maintaining information on student completion of assignments and student progress in learning is nonexistent or in disarray. The teacher's records for noninstructional activities are in disarray, the result being errors and confusion.	The teacher's system for maintaining information on student completion of assignments and student progress in learning is rudimentary and only partially effective. The teacher's records for noninstructional activities are adequate but inefficient and, unless given frequent oversight by the teacher, prone to errors	The teacher's system for maintaining information on student completion of assignments, student progress in learning, and noninstructional records is fully effective.	The teacher's system for maintaining information on student completion of assignments, student progress in learning, and noninstructional records is fully effective. Students contribute information and participate in maintaining the records.
<i>Evidence: Mrs. B is highly organized and on top of her records. Student work is returned promptly and grades are kept updated in Genesis.</i>				
Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
4c Communicating with Families	The teacher provides little information about the instructional program to families; the teacher's communication about students' progress is minimal. The teacher does not respond, or responds insensitively, to parental concerns.	The teacher makes sporadic attempts to communicate with families about the instructional program and about the progress of individual students but does not attempt to engage families in the instructional program. Moreover, the communication that does take place may not be culturally sensitive to those families.	The teacher provides frequent and appropriate information to families about the instructional program and conveys information about individual student progress in a culturally sensitive manner. The teacher makes some attempts to engage families in the instructional program.	The teacher communicates frequently with families in a culturally sensitive manner, with students contributing to the communication. The teacher responds to family concerns with professional and cultural sensitivity. The teacher's efforts to engage families in the instructional program are frequent and successful.
<i>Evidence: She is quick to reach out to families of students who need some more support (i.e. Janae, James, etc)</i>				

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input checked="" type="checkbox"/>	Distinguished <input type="checkbox"/>
<p>4d Participating in a Professional Community</p>	<p>The teacher's relationships with colleagues are negative or self-serving. The teacher avoids participation in a professional culture of inquiry, resisting opportunities to become involved. The teacher avoids becoming involved in school events or school and district projects.</p>	<p>The teacher maintains cordial relationships with colleagues to fulfill duties that the school or district requires. The teacher participates in the school's culture of professional inquiry when invited to do so. The teacher participates in school events and school and district projects when specifically asked.</p>	<p>The teacher's relationships with colleagues are characterized by mutual support and cooperation; the teacher actively participates in a culture of professional inquiry. The teacher volunteers to participate in school events and in school and district projects, making a substantial contribution.</p>	<p>The teacher's relationships with colleagues are characterized by mutual support and cooperation, with the teacher taking initiative in assuming leadership among the faculty. The teacher takes a leadership role in promoting a culture of professional inquiry. The teacher volunteers to participate in school events and district projects, making a substantial contribution and assuming a leadership role in at least one aspect of school or district life.</p>
<p>Evidence: Mrs. B has a wide-reaching professional community from all of her teaching experience.</p>				
<p>4e Growing and Developing Professionally</p>	<p>The teacher engages in no professional development activities to enhance knowledge or skill. The teacher resists feedback on teaching performance from either supervisors or more experienced colleagues. The teacher makes no effort to share knowledge with others or to assume professional responsibilities.</p>	<p>The teacher participates to a limited extent in professional activities when they are convenient. The teacher engages in a limited way with colleagues and supervisors in professional conversation about practice, including some feedback on teaching performance. The teacher finds limited ways to assist other teachers and contribute to the profession.</p>	<p>The teacher seeks out opportunities for professional development to enhance content knowledge and pedagogical skill. The teacher actively engages with colleagues and supervisors in professional conversation about practice, including feedback about practice. The teacher participates actively in assisting other educators and looks for ways to contribute to the profession.</p>	<p>The teacher seeks out opportunities for professional development and makes a systematic effort to conduct action research. The teacher solicits feedback on practice from both supervisors and colleagues. The teacher initiates important activities to contribute to the profession.</p>
<p>Evidence: She implements the OG training she has had in her Spanish lessons to help students hear pronunciation and her work with special needs students to support what she does with gen. Ed population as well.</p>				

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input type="checkbox"/>	Distinguished <input checked="" type="checkbox"/>
41 Showing Professionalism	<p>The teacher displays dishonesty in interactions with colleagues, students, and the public. The teacher is not alert to students' needs and contributes to school practices that result in some students being ill served by the school. The teacher makes decisions and recommendations that are based on self-serving interests. The teacher does not comply with school and district regulations.</p>	<p>The teacher is honest in interactions with colleagues, students, and the public. The teacher's attempts to serve students are inconsistent, and unknowingly contribute to some students being ill served by the school. The teacher's decisions and recommendations are based on limited though genuinely professional considerations. The teacher must be reminded by supervisors about complying with school and district regulations.</p>	<p>The teacher displays high standards of honesty, integrity, and confidentiality in interactions with colleagues, students, and the public. The teacher is active in serving students, working to ensure that all students receive a fair opportunity to succeed. The teacher maintains an open mind in team or departmental decision making. The teacher complies fully with school and district regulations.</p>	<p>The teacher can be counted on to hold the highest standards of honesty, integrity, and confidentiality and takes a leadership role with colleagues. The teacher is highly proactive in serving students, seeking out resources when needed. The teacher makes a concerted effort to challenge negative attitudes or practices to ensure that all students, particularly those traditionally underserved, are honored in the school. The teacher takes a leadership role in team or departmental decision making and helps ensure that such decisions are based on the highest professional standards. The teacher complies fully with school and district regulations, taking a leadership role with colleagues.</p>
<p><i>Evidence: Ericka is an absolute professional. She is on time, hard working, collaborative, supportive, and cheerful. Her colleagues and her students enjoy being around her and that is the first step in building a productive community.</i></p>				

Domain 4: Professional Responsibilities Rating U B X P D

Domain 5: Catholic Identity

<p>5a Accepts and Supports the Diocesan and School Vision and Mission</p>	<p>Unsatisfactory <input type="checkbox"/></p> <p>The teacher makes comments against the Catholic church and/or school. The teacher does not encourage students to reach their full potential spiritually, academically, and socially.</p>	<p>Basic <input type="checkbox"/></p> <p>The teacher's plans and practice display little knowledge of the diocesan and school vision and mission. The teacher tries to inspire and motivate students to reach their full potential spiritually, academically, and socially, but is not always consistent.</p>	<p>Proficient <input type="checkbox"/></p> <p>Teacher works to fulfill the school's mission. The teacher encourages students to reach their full potential spiritually, academically, and socially and integrates the Diocesan Religion Curriculum across subject areas in the learning environment.</p>	<p>Distinguished <input checked="" type="checkbox"/></p> <p>Teacher consistently works to fulfill the school's mission. The teacher consistently inspires and motivates students to reach their full potential spiritually, academically, and socially and integrates the Diocesan Religion Curriculum across subject areas in the learning environment.</p>
<p><i>Evidence: Mrs. B begins her class with prayer and has jumped on celebrating the feast of Our Lady of Guadalupe.</i></p>				
<p>5b Integrates Gospel Values throughout the Student Learning Environment</p>	<p>Unsatisfactory <input type="checkbox"/></p> <p>Teacher does not integrate Gospel values in the subjects taught and responsibilities assumed. Opportunities to relate content to Catholic Christian values are not acted upon.</p>	<p>Basic <input type="checkbox"/></p> <p>Teacher minimally attempts to integrate Gospel values in the subjects taught and responsibilities assumed. Opportunities to relate content to Catholic Christian values are rarely acted upon.</p>	<p>Proficient <input checked="" type="checkbox"/></p> <p>Teacher integrates Gospel values in the subjects taught and responsibilities assumed. Opportunities to relate content to Catholic Christian values are acted upon.</p>	<p>Distinguished <input type="checkbox"/></p> <p>Teacher comprehensively integrates Gospel values in the subjects taught and responsibilities assumed. Opportunities to relate content to Catholic Christian values are consistently acted upon.</p>
<p><i>Evidence: Mrs. B transmits the Gospel message in her kindness and her desire for greatness. God expects us to do our best and Mrs. B definitely gives her all.</i></p>				
<p>5c Actively Promotes Daily Prayer and an Attitude of Reverence in Religious Celebrations</p>	<p>Unsatisfactory <input type="checkbox"/></p> <p>Teacher does not model respect or encourages reverence during school prayers and liturgies. Teacher's interactions with students, parents, and fellow faculty members are disrespectful.</p>	<p>Basic <input type="checkbox"/></p> <p>Teacher understands that they be respectful during school prayers and liturgies, but does not model the same. Teacher's interactions with students, parents and fellow faculty members are respectful at times.</p>	<p>Proficient <input checked="" type="checkbox"/></p> <p>Teacher models respect and encourages reverence during school prayers and liturgies. Teacher's interactions with students, parents, and fellow faculty members are characterized by respect and dignity for the individual.</p>	<p>Distinguished <input type="checkbox"/></p> <p>Teacher consistently models respect and encourages reverence during school prayers and liturgies. Teacher's interactions with students, parents and fellow faculty members are highly characterized by respect and dignity for the individual.</p>
<p><i>Evidence: Mrs. B joins in on all aspects of our school life. She is present during Masses, even when she does not need to be.</i></p>				

Component	Unsatisfactory <input type="checkbox"/>	Basic <input type="checkbox"/>	Proficient <input type="checkbox"/>	Distinguished <input type="checkbox"/>
<p>5d Encourages Christian Service and Outreach through Word and Action</p> <p>Teacher does not encourage students to provide service to the community.</p> <p>Teacher encourages students to provide service to the community, but does not create opportunities.</p> <p>Teacher encourages and creates ways for students to provide service to the community.</p> <p>Teacher encourages and creates ways for students to provide service to the community and offers assistance for their respective projects.</p>				<input checked="" type="checkbox"/>
Evidence: The service project with the Spanish club is just spectacular!				
<p>5e Continues to Develop Understanding of Teaching of Traditions of the Catholic Church</p> <p>Teacher makes no effort to participate in school or diocesan religious activities.</p> <p>Teacher makes an effort to stay updated on matters of faith and spirituality.</p> <p>Teacher is certified as a catechist or is working towards certification.</p> <p>Teacher is certified as a catechist and continually seeks opportunities to strengthen his/her understanding and traditions of the Catholic Church.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Evidence: We as a school will work to get Ericka certified through the Diocesan program.				

in process.

Domain 5: Catholic Identity Rating U B X P D

Observation Feedback:

Ericka is a delight and a gift to have at Sacred Heart! Her energy and passion for her subject is infectious to both the staff and the students. I am confident that our program will continue to grow under her leadership!

Teacher *[Signature]*

Date 11/19/18

Administrator *[Signature]*

Date 11/19/18