

TEACHER EVALUATION  
SECONDARY PERSONNEL  
SIOUX VALLEY SCHOOLS

TEACHER:

ASSIGNMENT:

EVALUATION PERIOD:

EVALUATOR:

EVALUATION OBSERVATION DATE(S):

EVALUATION CONFERENCE DATE:

INSTRUCTIONS AND SCALE:

Listed on the following pages are various characteristics, behaviors and performances frequently deemed essential for teachers. The evaluator's task is to place a number before each item according to the scale written below.

SCALE:

- |   |  |   |   |
|---|--|---|---|
| 4 | Commendable<br>Exceeds normal standards<br>A real strength<br>Almost always true | 2 | Needs improvement to meet standards<br>Seldom true  |
| 3 | Satisfactory<br>Acceptable<br>Meets standards<br>True most of the time           | 1 | Unsatisfactory and fails to meet standards<br>Really needs improvement<br>Almost never true |
|   |  | 0 | Insufficient knowledge on which to evaluate<br>Non-applicable                               |

A. INSTRUCTIONAL SKILLS

- \_\_\_\_\_ Learning activities show evidence of objectives, planning and organization.
- \_\_\_\_\_ Classroom atmosphere is purposeful, businesslike and orderly.
- \_\_\_\_\_ Effective use made of teaching methods.
- \_\_\_\_\_ Time used efficiently and profitably.
- \_\_\_\_\_ Materials to supplement the basic program selected, arranged and made available to students.
- \_\_\_\_\_ Evidence of effective use of basic and supplemental materials and of visual aids.
- \_\_\_\_\_ Questions clear and thought-provoking.
- \_\_\_\_\_ Effective use made of problem solving opportunities.
- \_\_\_\_\_ Shows diversity of depth of knowledge in subject.
- \_\_\_\_\_ Strives to develop student mastery of subject.
- \_\_\_\_\_ Classroom atmosphere tends to promote learning.

COMMENTS:

B. INSTRUCTIONAL EFFECTIVENESS / TEACHER-PUPIL RELATIONS

- \_\_\_\_\_ Provisions made for varying abilities, strengths and weaknesses in pupils.
- \_\_\_\_\_ Encouragement given to involve all pupils.
- \_\_\_\_\_ Opportunity provided for development of student leadership and cooperation.
- \_\_\_\_\_ Pupil assignments have purpose and meaning.
- \_\_\_\_\_ Evidence of pupil growth and enthusiasm for learning.
- \_\_\_\_\_ Evidence of teacher-pupil planning.
- \_\_\_\_\_ Evidence of desirable teacher-pupil relationships.
- \_\_\_\_\_ Use made of pupil evaluation findings.

COMMENTS:

C. PERSONAL QUALITIES

- \_\_\_\_\_ Appearance neat and appropriate.
- \_\_\_\_\_ Use of judgment and common sense.
- \_\_\_\_\_ Emotional control, maturity and poise are evident.
- \_\_\_\_\_ Teacher prompt, accurate and dependable.
- \_\_\_\_\_ Teacher works well with other staff members.

COMMENTS:

D. PROFESSIONAL QUALITIES

- \_\_\_\_\_ Shows enthusiasm for learning.
- \_\_\_\_\_ Supports and contributes to faculty cooperation.
- \_\_\_\_\_ Conducts parent conferences with skill.
- \_\_\_\_\_ Demonstrates a willingness to share in school-related activities.
- \_\_\_\_\_ Accepts assigned responsibilities.
- \_\_\_\_\_ Uses voice effectively.
- \_\_\_\_\_ Uses proper English in speaking and writing.

COMMENTS:

E. MANAGEMENT ABILITY

- \_\_\_\_\_ Uses tests and other evaluation information in planning instructional activities and after instruction to determine if objectives have been met.
- \_\_\_\_\_ Uses instruments and methods that effectively measure the students' attainment of learning goals.
- \_\_\_\_\_ Makes clear to students how success in learning will be judged.
- \_\_\_\_\_ Maintains effective procedures for collecting data for evaluating students.
- \_\_\_\_\_ Demonstrates care and respect of materials and equipment.
- \_\_\_\_\_ Provides organized plans for substitute teachers.

COMMENTS:

F. TEACHER GOALS OR JOB TARGETS:

G. COMMENTS / REMARKS BY EVALUATOR:

H. COMMENTS / REMARKS BY EVALUATEE:

Evaluator Signature \_\_\_\_\_ Date \_\_\_\_\_

Evaluatee Signature \_\_\_\_\_ Date \_\_\_\_\_

*\*Signature indicates a review of the completed evaluation; it does not signify agreement with contents.*