

APPENDIX VI – 12

PRINCIPAL EVALUATION PROCESS
2015-2016
Conference Flow Chart

CONFERENCE #1 Beginning of Year	CONFERENCE #2 Mid-Year Review	CONFERENCE #3 End of Year
<p>Purpose:</p> <ul style="list-style-type: none"> Review evaluation instrument/process Identify professional goals Identify site goals (CIP) <p>Principal:</p> <p>Prior to conference complete</p> <ul style="list-style-type: none"> Principal Self Assessment on Leadership Rubric Review of professional goals Review of site goals (CIP) DIBELS/Literacy Plan MTSS Process PBIS Process Teacher Observation & Continuous Feedback Process Teacher Roster PLCs <p>Evaluator:</p> <p>Review Site Data: (DIBELS 14-15, Discipline) Schools' Vision/Mission/Commitments Strategic Plan 3a, 3b, 3c; Bookroom audit</p> <p>Complete by the end of 1st Quarter</p>	<p>Purpose:</p> <ul style="list-style-type: none"> Review evidence / artifacts gathered by Principal Progress Monitor: Instructional feedback, CIP, Achievement, Discipline, Culture, PLC <p>Principal:</p> <ul style="list-style-type: none"> Review of evidence / artifacts Mid year site analysis – data / action Adjustments Bring evidence of Teacher Observation & Continuous Feedback Process PLC work <p>Evaluator:</p> <p>Review of site walkthroughs and data</p> <p>Review Evidence needed to provide feedback</p> <p>Review Progress on Professional Growth</p> <p>Completed by the end of January</p>	<p>Purpose:</p> <ul style="list-style-type: none"> Review data Final Review evidence / artifacts Progress Monitor: Instructional feedback, CIP, Achievement, Discipline, Culture, PLC Identify further Action Principal self-assessment <p>Principal:</p> <ul style="list-style-type: none"> Principal self assessment Presentation of evidence/artifacts Review of professional goals Review of site goals <p>Evaluator:</p> <p>Final review of site walkthroughs and data</p> <p>Principal Performance Based Evaluation</p> <p>Provide feedback on Survey Results and Professional Growth Plan</p> <p>Completed by June 30th</p>
<p>Evidence / artifacts to demonstrate School Leadership Expectations:</p> <ol style="list-style-type: none"> Culture & Equity Leadership Instructional Leadership Human Resources Leadership Strategic Leadership Organizational Leadership Community Leadership 	<p>Observations:</p> <p>Informal: Site evidence, site visits, office management, district meetings, site meetings (Site Council, PTA, Title 1) principal provided evidence/artifacts</p> <p>Formal: Walkthroughs, PD, Faculty Meetings, Site Data</p>	<p>Evidence / Artifacts:</p> <p>Academic data – district, school, classroom</p> <p>School data – attendance, discipline</p> <p>Site Surveys – district, school, classrooms</p> <p>CIP</p> <p>Required Program Reports</p> <p>Communication – Newsletters, Bulletins</p> <p>Meeting – Agenda - Sign in</p> <p>PD plans</p> <p>School handbooks, plans, proAppendix 2, p. 1</p>