

# **Windsor Northwest Supervisory Union**

## **Professional Staff Growth & Evaluation Process**

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1. Goal Setting Form
2. Performance Report
  - Principles for Vermont Educators
  - Lesson Plan Format

The purpose of the Professional Staff Growth & Evaluation Process is to improve the quality of teaching and learning and foster continuing professional growth and improvement. The evaluation system will help teachers set specific goals compatible with school goals and their own professional needs and ensure the opportunity for on-going and constructive dialogue between the evaluator and professional staff.

This is a multi layered process. The process will include the development of professional goals and formal observations in accordance with school policy and collective bargaining agreements. Comments may be made on both the evaluation document and goal setting worksheet.

Professional Staff responsibilities:

1. Develop two professional goals annually
  - The goals will address: Planning & Preparation, Learning Environments, Instruction and/or Professional Responsibilities.
2. Submit goals by October 1<sup>st</sup>
3. Submit final document signed by June 1<sup>st</sup>
4. Participate in pre and post observation conferences
5. Submit lesson plan prior to formal observation