



TEACHER EVALUATION REPORT

Requested by Teacher or Initiated by Administrator

Teacher Name:

Date: [Click here to enter a date.](#)

<p>School Name:</p> <p>Semester 1 Teaching Assignment:</p> <p>Semester 2 Teaching Assignment:</p> <p>Years of Experience:</p>	<p>Purpose of Evaluation:</p> <p><input type="checkbox"/> Contract Recommendation</p> <p><input type="checkbox"/> Certificate Recommendation</p> <p><input type="checkbox"/> Evaluation Requested</p> <p><input type="checkbox"/> Performance may not be meeting TQS</p> <p>Contract Status:</p> <p><input type="checkbox"/> Continuing <input type="checkbox"/> Probationary <input type="checkbox"/> Temporary</p> <p>Certificate Type:</p> <p><input type="checkbox"/> Interim <input type="checkbox"/> Permanent</p>
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Record of Classroom Observations

<p>Formal Classroom Observation #1: <i>(Prior to October 15)</i></p> <p>Pre-Conference Date:</p> <p>Observation Date:</p> <p>Debrief Date:</p> <p>Name & Position of Observer:</p>	<p>Formal Classroom Observation #2: <i>(Prior to December 15)</i></p> <p>Pre-Conference Date:</p> <p>Observation Date:</p> <p>Debrief Date:</p> <p>Name & Position of Observer:</p>
<p>Formal Classroom Observation #3: <i>(Prior to February 28)</i></p> <p>Pre-Conference Date:</p> <p>Observation Date:</p> <p>Debrief Date:</p> <p>Name & Position of Observer:</p>	<p>Formal Classroom Observation #4: <i>(Prior to March 31)</i></p> <p>Pre-Conference Date:</p> <p>Observation Date:</p> <p>Debrief Date:</p> <p>Name & Position of Observer:</p>
<p>Optional Classroom Observation:</p> <p>Observation Date:</p> <p>Debrief Date:</p> <p>Name & Position of Observer:</p>	<p>Optional Classroom Observation:</p> <p>Observation Date:</p> <p>Debrief Date:</p> <p>Name & Position of Observer:</p>
<p>Optional Classroom Observation:</p> <p>Observation Date:</p> <p>Debrief Date:</p> <p>Name & Position of Observer:</p>	<p>Final Evaluation Report Meeting: <i>(Prior to April 30)</i></p> <p>Meeting Date:</p>

Completed by: (Administrator's Name), (Position)

The purpose of this report is to provide a written record for the teacher and the evaluator that summarizes the evaluation of the teacher performance according to the, competencies and indicators which comprise the Quality Practice Standard of the Ministerial Order (016/97) and the Board of Trustees.

Once the evaluation has been completed: original copy to teacher, copy submitted to Human Resources.

QUALITY PRACTICE STANDARD

Quality teaching occurs when the teacher’s ongoing analysis of the context, and the teacher’s decisions about which pedagogical knowledge and abilities to apply result in optimum learning for all students.

Period of Evaluation: [Click here to enter a date.](#) to [Click here to enter a date.](#)

EVALUATION Competencies:

1. Fostering Effective Relationships

A teacher builds positive and productive relationships with students, parents/guardians, peers and others in the school and local community to support student learning.

Meets the Standard Does Not Meet the Standard

Comments:

Recommendations:

2. Engaging in Career-Long Learning

A teacher engages in career-long professional learning and ongoing critical reflection to improve teaching and learning.

Meets the Standard Does Not Meet the Standard

Comments:

Recommendations:

3. Demonstrating a Professional Body of Knowledge

A teacher applies a current and comprehensive repertoire of effective planning, instruction, and assessment practices to meet the learning needs of every student.

Meets the Standard Does Not Meet the Standard

Comments:

Recommendations:

4. Establishing Inclusive Learning Environments

A teacher establishes, promotes and sustains inclusive learning environments where diversity is embraced and every student is welcomed, cared for, respected and safe.

Meets the Standard Does Not Meet the Standard

Comments:

Recommendations:

5. Applying Foundational Knowledge about First Nations, Métis, and Inuit

A teacher develops and applies foundational knowledge about First Nations, Métis, and Inuit for the benefit of all students.

Meets the Standard Does Not Meet the Standard

Comments:

Recommendations:

6. Adhering to Legal Frameworks and Policies

A teacher demonstrates an understanding of and adherence to the legal frameworks and policies that provide the foundations for the Alberta education system.

Meets the Standard Does Not Meet the Standard

Comments:

Recommendations:

Principal's Summary Comments:

Attachments – As applicable

Self Evaluation Personal Profile

Date Completed:

Teacher's Name:

MEETS the Ministerial Order and is expected to continue to demonstrate and meet the standard.

DOES NOT MEET the Ministerial Order.

I hereby certify that I have read and received an original copy of this evaluation summary. I understand the contents of this document and acknowledge that a copy will be placed in my central Human Resources personnel file and in a secure school personnel file.

Teacher’s Signature

Date

In Accordance with the Freedom of Information and Protection of Privacy Act, as indicated by my signature above, I hereby, freely and voluntarily consent to having my name and business title remain on this form when it is reviewed by parties other than the evaluator. This authorization and consent is with the understanding that the comments contained herein have not been altered in any way.

Comments of the Teacher (optional – completed comments to be returned to the principal within three days)

Teacher’s Signature

Date