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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Educator Name: | Click here to enter text. | | | | | | | | | | | | | | | | | |
| Subjects(s): | Click here to enter text. | | | | | | | Grade Level(s): | | Click here to enter text. | | | | | | | | |
| Administrator Name: | | Click here to enter text. | | | | | | School/Location: | | Click here to enter text. | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | |
| First Formal Observation Date(s) | | | | | |  | Informal Observation Date(s) (10 minutes per observation) | | | | | | | | | | | |
| First Pre-Observation: | | | | | Click here to enter a date. |  | Date Observed: | | | | Click here to enter a date. | | | | | | | |
| First Observation (30 minutes): | | | | | Click here to enter a date. |  | Date Observed: | | | | Click here to enter a date. | | | | | | | |
| First Post-Observation: | | | | | Click here to enter a date. |  |  | | | | | | | | | | | |
| If non-tenured: Second Formal Observation Date(s) | | | | | |  | Informal Observation Date(s) (10 min per observation) | | | | | | | | | | | |
| Second Pre-Observation: | | | | | Click here to enter a date. |  | Date Observed: | | | | Click here to enter a date. | | | | | | | |
| Second Observation (30 minutes): | | | | | Click here to enter a date. |  | Date Observed: | | | | Click here to enter a date. | | | | | | | |
| Second Post-Observation: | | | | | Click here to enter a date. |  |  | | | | | | | | | | | |
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| **Domain 1: Planning and Preparation** | | | | | | | | | OVERALL PROFICIENT: DOMAIN 1 | | | | | | | | |  |
|  | | | | | | | | | | UNSAT | | | | BASIC | | PROF | | EXPL |
| Component 1d: *Demonstrating knowledge of resources, both within and beyond the school and district, and access to such resources as ­interlibrary loan* | | | | | | | | | |  | | | |  | |  | |  |
| Component 1e: *Planning the library/media program integrated with the overall school program* | | | | | | | | | |  | | | |  | |  | |  |
| Component 1f: *Developing a plan to evaluate the library/media program* | | | | | | | | | |  | | | |  | |  | |  |
| Evidence of Components: | | | | | | | | | | | | | | | | | | |
| **Domain 2: The Environment** | | | | | | | | | OVERALL PROFICIENT: DOMAIN 2 | | | | | | | | |  |
|  | | | | | | | | | | UNSAT | | | BASIC | | | | PROF | EXPL |
| Component 2c: *Establishing and ­maintaining library ­procedures* | | | | | | | | | |  | | |  | | | |  |  |
| Component 2d: *Managing student behavior* | | | | | | | | | |  | | |  | | | |  |  |
| Evidence of Components: | | | | | | | | | | | | | | | | | | |
| **Domain 3: Delivery of Service** | | | | | | | | | OVERALL PROFICIENT: DOMAIN 3 | | | | | | | | |  |
|  | | | | | | | | | | UNSAT | | | BASIC | | | | PROF | EXPL |
| Component 3b: *Collaborating with teachers in the design of instructional units and lessons* | | | | | | | | | |  | | |  | | | |  |  |
| Component 3c: *Engaging students in enjoying literature and in learning information skills* | | | | | | | | | |  | | |  | | | |  |  |
| Component 3d: *Assisting students and teachers in the use of technology in the library/media center* | | | | | | | | | |  | | |  | | | |  |  |
| Evidence of Components: | | | | | | | | | | | | | | | | | | |
| **Domain 4: Professional Responsibilities** | | | | | | | | | OVERALL PROFICIENT: DOMAIN 4 | | | | | | | | |  |
|  | | | | | | | | | | UNSAT | | | BASIC | | | | PROF | EXPL |
| Component 4d: *Participating in a professional community* | | | | | | | | | |  | | |  | | | |  |  |
| Component 4f: *Showing professionalism* | | | | | | | | | |  | | |  | | | |  |  |
| Evidence of Components: | | | | | | | | | | | | | | | | | | |
| **Statement**: *A formal conference was held on* Click here to enter a date. *with my evaluator. I understand that I have five work days to study and prepare a response which will be attached to this evaluation prior to being sent to Human Resources. My response will become a part of this evaluation. I also understand that my signature below does not necessarily mean that I agree with the evaluation.* | | | | | | | | | | | | | | | | | | |
| Administrator’s signature: | | | |  | | | | | | | | Date: | | |  | | | |
| Educator’s signature: | | |  | | | | | | | | | Date: | | |  | | | |