KEARNS HIGH SCHOOL

Memo No. 47

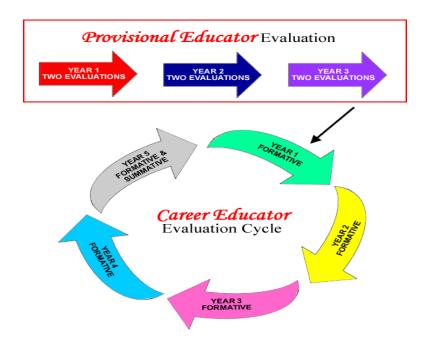
August 2011

Subject: Professional Growth and Evaluation Process

All educators participate in an evaluation process every year. There are two types of evaluations: formative and summative. The formative evaluation is time for reflection, self-assessment, goal-setting, and professional learning. The summative evaluation determines whether or not standards are being met.

The purpose of formative evaluation is to improve professional practice. It allows educators to set personal improvement goals and collect lines of evidence to determine if those goals have been met. The formative evaluation process includes: (1) self-reflecting to complete the self-assessment form, (2) determining goals related to standards, and (3) deciding what lines of evidence will best measure progress on goals.

The purpose of summative evaluation is to determine whether standards are being met. It assembles the goals and lines of evidence developed during formative evaluation. Summative evaluation occurs at least every fifth year for career educators (or seventh year for educators with a level 3 license) or twice annually for provisional educators. It is designed to coincide with the educator's licensure cycle.



Kearns High School Staff – Professional Growth and Evaluation Levels

| 1ST YEAR PROVISIONAL | 2ND YEAR PROVISIONAL | 3RD YEAR PROVISIONAL |
|----------------------|----------------------|----------------------|
| FAULK, CAMEE | ANGELL, NICHOLAS | BEYNON, HOLLIE |
| PACKER, BRIAN | BIVENS, DARRIN | GREIDER, ROBERT |
| SCHLAPPI, KORTNEY | COOK, KAREN | MARTIN, DAVID |
| | FIACK, ROBERT | |
| | MUIR, JILL | |
| | PARKS, PRECINDA | |
| | WARNER, SARAH | |
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ADMINISTRATIVE OBSERVATION SCHEDULE FOR 2012-2013

| PRINCIPAL LOO | ASSISTANT AULD | ASSISTANT SAGERS | ASSISTANT SONNE | |
|--------------------------------------------------------|-----------------------|---------------------|---------------------|--|
| ANGELL, NICHOLAS S2 | BALLARD, DAVE F1 | ALEXANDER, JOHN F3 | ALMOND, LISA F3 | |
| BEYNON, HOLLIE S3 | BIRRENCOTT, KELSEY F1 | ASHTON, DAVE F1 | BUSATH, ANDREW F2 | |
| BIVENS, DARRIN S2 | CLINE, TERRENCE | BARNETT, RON F3 | BYBEE, ANN F2 | |
| BLONQUIST, ED RE | DYE, CHARLES, F3 | BLACK, MICHEAL F2 | COOK, MARK F1 | |
| BROUGH, JULIE RE | EGGERTSEN, JACKIE F2 | COON, SHANNON F4 | DENSLEY, BRUCE F2 | |
| FAULK, CAMEE S1 | EHOUNOU, AKA F1 | COSPER, BILL F3 | FALCON, FRED F1 | |
| FIACK, ROBERT S2 | HANSEN, DAVID F1 | DRUMMOND, KAREN F4 | GLASMANN, TOM F3 | |
| FONUA, UINALU RE | HERNANDEZ, NOEMI F2 | DURAN, AIMEE F4 | GONZALES, CHERI F3 | |
| GREIDER, ROBERT S3 | HORNE, CHRIS F1 | FLANAGAN, JIM F1 | KNOWLTON, RYAN F2 | |
| HANSEN, BRETT RE | LAKE, ROB F3 | KNAPP, DON F4 | MILLER, STEVE F3 | |
| LEWIS, JAMES RE | LEAVENWORTH, EDIE F1 | KRISTENSEN, MARK F4 | MOLLERUP, CARRIE F1 | |
| MARTIN, DAVID S3 | MUIR, JILL F4 | LAMB, ELOUISE F4 | PIERCE, JENNY | |
| OSTBERG, BOB RE | PIETSCH, SALLY F2 | MOON, MICHELLE F4 | PLAYER, MICHELLE F3 | |
| PACKER, BRIAN S1 | RYLAND, TRISH F2 | MOORE, CURTIS F4 | PRITCHARD, JOE F1 | |
| PARKS, PRECINDA S3 | WHITNEY, KEN F1 | MORROW, MISTY F3 | RICKARDS, MATT F4 | |
| PAUPARD, LOUISE RE | WILLIAMS, EMILY F4 | NICHOLSON, SARAH F2 | ROUNDY, JENNIFER F1 | |
| PETERSON, IRENE RE | YERGENSEN, R. LYNN F2 | RODGERS, TOM F2 | WALTON, AARON F3 | |
| SAYLOR, KAREN S2 | | SNARR, JEFF F2 | WILKINS, KATHRYN F2 | |
| SCHLAPPI, KORTNEY S1 | | WILLIAMS, HENRY F4 | | |
| TURNEY, NORAY RE | | | | |
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| 2013 - Renew/ 2014 - F4/ 2015 - F3/ 2016-F2/ 2017 - F1 | | | | |

Professional Growth and Evaluation Process

All Provisional and Career educators need to prepare a goal plan for the year and meet with an assigned administrator to discuss it. You can access the plan in the following way:

- 1. Go to *District Web Page*
- 2. Choose *Employees* header
- 3. Under Employees choose *Departments*
- 4. Under departments choose *Professional Growth and Evaluation*

5. Under Forms choose and complete the activities under either *Formative Evaluation Process and Timeline* (if you are a $1^{st} - 4^{th}$ year career educator) or *Summative Evaluation Process and Timeline* (if you are a 5^{th} year career educator or a provisional educator).

6. During the month of September, make an appointment with your assigned <u>administrator to go over your self assessment and Professional</u> <u>Growth Plan</u>. Bring Copies of the forms with you to the appointment. As Kearns High School is designated an iSchool this year, one goal that <u>must</u> be part of your Professional Growth and Evaluation Plan is *developing and implementing instructional strategies that utilize I-Pods*.

7. During the month of May, make an appointment with your assigned administrator to review your progress at achieving the goals of your <u>Professional Growth Plan</u>. Please bring to the appointment adequate lines of evidence to demonstrate that progress. If you are a 5th year career or provisional level teacher, please be prepared to complete the Summative Evaluation Summary.