KEARNS HIGH SCHOOL

Memo No. 47

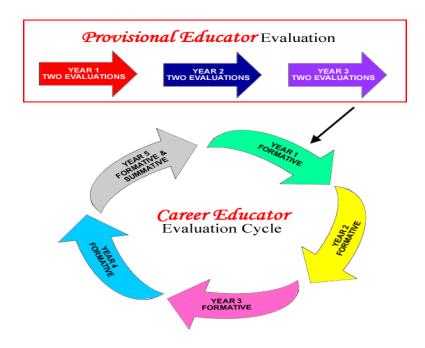
August 2011

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	

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				
			AS OF 9/25/12	
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.