



## ARCHDIOCESE OF SEATTLE TEACHER EVALUATION REPORT

Teacher: \_\_\_\_\_

School Year: \_\_\_\_\_

School: \_\_\_\_\_

Full time \_\_\_\_\_ Part time \_\_\_\_\_

Number of years in school \_\_\_\_\_

Number of years in Archdiocese \_\_\_\_\_ Total years of experience \_\_\_\_\_

### **Key:**

1	Areas where you excel
2	Areas where you feel you need increased focused

(P = Principal & T = Teacher)

### **Instructional Competence:**

P	T	
_____	_____	Understands the content of instruction.
_____	_____	Shows awareness of current educational theories and practices.
_____	_____	Employs teaching methods consonant with the varied pupil needs.
_____	_____	Diagnoses needs and prescribes effective learning experiences.
_____	_____	Provides effective, consistent motivation for pupils.
_____	_____	Involves pupils in learning activities.
_____	_____	Uses appropriate materials and resources.
_____	_____	Gives clear, purposeful, independent assignments.
_____	_____	Maintains adequate discipline.
_____	_____	Resolves individual behavioral problems

**Comments:**

**Personal and Professional Characteristics:**

P	T	
_____	_____	Displays emotional stability and good judgment.
_____	_____	Shows a properly directed sense of leadership.
_____	_____	Displays sensitivity.
_____	_____	Uses oral and written English skillfully.
_____	_____	Accepts constructive criticism positively.
_____	_____	Participates in in-service programs and reads professional literature.
_____	_____	Maintains a reasonable record of attendance and punctuality.
_____	_____	Assumes extra-instructional responsibilities.

**Comments:****Relationships: Administration**

P	T	
_____	_____	Consults with and is accountable to the Principal.
_____	_____	Supports administrative policies.
_____	_____	Cooperates with the practice of evaluation performance.
_____	_____	Respects professional confidences.
_____	_____	Submits reports promptly and accurately.

**Comments:****Relationships: Staff (Instructional and Non-instructional)**

P	T	
_____	_____	Appreciates the unique contribution of each staff member.
_____	_____	Works cooperatively with other staff members.

**Comments:**

**Relationships: Pupils**

P	T	
_____	_____	Appreciates the uniqueness of each pupil.
_____	_____	Relates maturely and objectively with pupils.
_____	_____	Deals fairly and consistently with pupils.
_____	_____	Counsels pupils wisely.
_____	_____	Encourages pupil responsibility and leadership.

**Comments:**

**Relationships: Parents**

P	T	
_____	_____	Understands the primary educational role of parents.
_____	_____	Establishes a friendly and cooperative rapport with parents.
_____	_____	Keeps parents informed regarding pupil progress.
_____	_____	Participates actively in school-sponsored parent activities.

**Comments:**

**Philosophy**

P	T	
_____	_____	Supports and implements the general goals of religious education.
_____	_____	Teaches secular subjects in a way agreeable with Catholic thought.
_____	_____	Supports and implements the specific objectives of the school.
_____	_____	Contributes by personal example to an atmosphere of faith commitment.

**Comments:**

**Classroom Management:**

P	T	
_____	_____	Maintains an orderly physical environment.

\_\_\_\_\_ Provides a stimulating physical environment.  
\_\_\_\_\_ Cares conscientiously for equipment and materials.

**Comments:**

**POST CONFERENCE ~ OVERALL EVALUATION**

I have read this report and discussed it with the principal. My signature does not necessarily imply agreement with the ratings. I understand that I am free to attach to this evaluation report any written reactions I may have to the ratings.

**Signature of Teacher:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I submit this report in accordance with the schedule and procedures established by the Office of Catholic Schools.

**Signature of Principal:** \_\_\_\_\_ **Date:** \_\_\_\_\_