

Evaluation Process Overview

The Evaluation Process Overview outlines the specific actions and steps that administrators and teachers can take to develop teacher expertise over the course of the school year. These actions and steps form the basis for organizing the Teacher Evaluation Field Guide.

Timeline

The actions and steps used throughout the evaluation process are outlined in the timeline. The timeline can be used to guide the administrator and teacher through the evaluation process from the beginning to the end of the school year.

Note the different colors on the timeline. They delineate the responsibilities of **administrators** and **teachers** in following the evaluation process. Some of these responsibilities are **mutually shared**. Finally, recommendations for **iObservation** training are also noted on the timeline.

Specific Actions and Steps

The actions and steps in the evaluation process can be summed up in this sequential order:

- Self -Assessment
- Professional Goal-setting
- Professional Goals Conference
- Observation Cycle
- Mid-Year Self Reflection
- Final Summative Evaluation Conference

This sequence of actions and steps are supported by ongoing feedback and by collecting evidence throughout the school year.