

- II. Program Climate** **Domain Score** _____
8. Promotes two-way communication and articulation among teachers, school administrators, and appropriate district-level administrators regarding the sharing of effective practices to obtain higher student achievement.
 9. Provide access to and an overview of the expectations regarding the use of curriculum, assessment, and instructional documents as part of the Mansfield Teacher Orientation Program.

Comments:

III. Program Improvement **Domain Score** _____

10. Assists administrators and teaching staff in the curricular, assessment, and instructional process by sharing knowledge, concepts, and research-based approaches in order to impact ever higher levels of achievement for each student.
11. Provides "professional development for all appropriate personnel involved in the design, deployment, delivery, and monitoring of the curriculum and its assessment.
12. Reviews, evaluates, critiques, and revises curriculum, assessment, and instructional documents to deliver the curriculum using a systemic approach. Orchestrates staff, when appropriate, to participate in such processes.
13. Analyzes national, state, and district assessment data on district students to make recommendations for improving the curriculum, assessment, and instructional design and delivery.

Comments:

IV. Management of Administrative and Fiscal Functions **Domain Score** _____

14. Develops budgets based upon documented program needs, estimated enrollment, personnel and other fiscal needs; implements programs within budget limits; maintains fiscal control; accurately reports fiscal information.
15. Exhibits effective, appropriate time management and organizational skills.
16. Has a positive attitude and accepts constructive criticism well.

Comments:

V. Professional Growth and Development **Domain Score** _____

17. Utilizes information and insights gained in professional development to improve instructional leadership skills and provides leadership addressing educational issues.
18. Remains current in curriculum development.

- 19. Complies with all district policies and regulations, as well as all state and federal laws and regulations.
- 20. Seeks, shares, and respects the ideas of others.
- 21. Seeks out future trends regarding curriculum, assessment, and instruction, investigates possible best practices, and researches bringing about higher student achievement.
- 21. Is appropriately dressed and well-groomed.
- 22. Conducts oneself in a professional and ethical manner.

Comments:

Total Score _____

The appraisal instrument is intended to describe the general role and responsibility assigned to this job and is not intended to represent an exhaustive list of all responsibilities, duties and skills required.

Signature of Appraiser

Signature of Coordinator*

Date of Conference

* Signature of coordinator does not necessarily signify concurrence but rather that the appraisal was reviewed by the coordinator and discussed with the appraiser.