

Instructional Leadership (Cabinet) Performance Appraisal

Employee Name:
Employee ID:

Employee Location:
Employee Title:

Annual Goal Setting

What three goals have I set to positively contribute to the district's strategic plan and overall success of my department?	How will I measure progress in achieving my goals?
<i>Appraiser Comments:</i>	

Midyear Goal Setting

What progress have I made towards the goals set at the beginning of the year?	What support and resources do I need to fully accomplish these goals?
<i>Appraiser Comments:</i>	

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DOMAIN I	Instructional Leadership	Standard	Rating	Comments
		The curriculum leader intentionally promotes visionary and innovative instructional practices aligned with the CCISD strategic plan		
		The curriculum leader utilizes and applies data to support instructional programing resulting in improved academic achievement for learners		
		The curriculum leader fosters collaboration while being decisive when needed		
		The curriculum leader maintains visibility, presence, and involvement in the learning community		
		The curriculum leader plans, manages, and is accountable for the appropriate use of resources including finance, facilities, programs, and staff		

DOMAIN II	Professional Learning	Standard	Rating	Comments
		The curriculum leader intentionally promotes a community of professional learning aligned with the CCISD strategic plan		
		The curriculum leader seeks out ongoing opportunities for professional learning that address specific performance goals		
		The curriculum leader initiates activities to contribute to the profession, such as mentoring others, making presentations, appraising employees, being active in professional organizations		
		The curriculum leader demonstrates meaningful and effective professional learning through conversations, actions, and self-reflection		

DOMAIN III	Capacity Building	Standard	Rating	Comments
		The curriculum leader embraces and facilitates change and innovation aligned with the CCISD strategic plan		
		The curriculum leader develops systems to promote a positive climate of learning while supporting the growth and wellbeing of the learning community		
		The curriculum leader recruits and retains effective team members while maintaining a long term succession plan		
		The curriculum leader identifies and supports emerging leaders		

DOMAIN IV	Interpersonal and Professional Conduct	Standard	Rating	Comments
		The curriculum leader interacts effectively and collaboratively with colleagues and supervisors to contribute positively to the organization in a manner consistent with the CCISD strategic plan		
		The curriculum leader maintains positive, effective, professional and ethical relationships with staff and community		
		The curriculum leader follows federal, state, district, and administrative policies, procedures, requirements, and directives		
		The curriculum leader assumes a role in safety of students/staff by ensuring campus emergency management preparedness and compliance		
		The curriculum leader maintains professional communication and feedback with others in a timely manner		

Rating Scale

P - Proficient:
The employee is always performing at a high level, and is always consistently exceeding goals.

D - Developing:
The employee is sometimes performing at an on-standard level but has not reached their full potential.

N - Needs Improvement:
The employee is inconsistent with performance on this standard.

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Developing (with supporting statement):

Needs Improvement (with evidence and expectation):

Summative Statement:

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Aspirational Goal:

Additional Appraiser Comments:

Employee Signature **Date**

Appraiser Signature **Date**