

**Educator Evaluation Form**  
**Grass Lake Community Schools**

Evaluator's Name:	Teacher's Name:
Building:	Subject/Grade:

**Component 1: Planning and Preparation (15%)**

	Ineffective	Minimally Effective	Effective	Highly Effective
	0	1	2	3
Lessons clearly aligned with content expectations. Demonstrates knowledge of content and instruction.				
Daily lesson plans are evident.				
Designs lessons in a clear and logical manner. Plans include a variety of teaching methods and evaluation strategies.				
Plans include differentiation to reflect students' interests, ability and history, as needed.				
Demonstrates knowledge of current resources. Seeks to use technology and resources to enhance student learning and engagement.				
Comments Regarding Planning and Preparation:				/15

**Component 2: Instruction (20%)**

	Ineffective	Minimally Effective	Effective	Highly Effective
	0	1	2	3
Communicates clearly and accurately.				
Utilizes a variety of teaching strategies and resources.				
Demonstrates quality interactions with students.				
Recognizes and adjusts teaching to accommodate student differences.				
Comments Regarding Instruction:				/20

**Component 3: Classroom Environment (15%)**

	<b>Ineffective</b>	<b>Minimally Effective</b>	<b>Effective</b>	<b>Highly Effective</b>
	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>
Creating an environment of respect and rapport.				
Establishing a culture of learning.				
Managing classroom procedures.				
Managing student behavior.				
Comments Regarding Classroom Environment:				/15

**Component 4: Professionalism (15%)**

	<b>Ineffective</b>	<b>Minimally Effective</b>	<b>Effective</b>	<b>Highly Effective</b>
	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>
Maintaining accurate and timely records.				
Communicates with families effectively.				
Exhibits effective professional relationships.				
Grows and develops professionally.				
Maintains the professional standards set by the district such as, but not limited to: dress code, FERPA, attendance, punctuality, etc.				
Comments Regarding Professionalism:				/15

**Component 5: Student Growth (35%)**

	<b>Ineffective</b>	<b>Minimally Effective</b>	<b>Effective</b>	<b>Highly Effective</b>
	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>
Use of data to improve student growth.				
Meeting building and district improvement goals.*				
Improves student growth.*				
Comments Regarding Student Growth:				/35
*Teacher and Administrator's data sources (one or more each) to each be weighted at 50% for this category.				/35

**NOTE:** By a mutually agreed upon date, the evaluator and teacher will meet to put in writing the selected assessment that will be used as data sources in this evaluation. If other assessments will be used, a written rationale will be provided as to why it was chosen. The administrator and teacher input in the collection of growth data will be of equal value in the assessment process. Professional development of the educator is essential in the growth process. If an educator or their administrator feels specific professional development would be important to improving student growth, it can be discussed during this process. **Teacher will provide in writing his/her accomplishments and special training.**

**Teacher Performance Rating:**

95 - 100%    Highly Effective  
72 - 94.9%    Effective  
60 - 71.9%    Minimally Effective  
0 - 59.9%    Ineffective

**TOTAL:** \_\_\_\_\_/100 points

**Overall Performance Rating:**

\_\_\_\_ Ineffective    \_\_\_\_ Minimally Effective    \_\_\_\_ Effective    \_\_\_\_ Highly Effective

**Teacher's Name:**

**Teacher's Signature:**

**Date:**

**Administrator's Signature:**

**Date:**

The teacher's signature acknowledges receipt of a copy of this document and the awareness of the opportunity to write a response to this evaluation appraisal within 3 business days.

\_\_\_\_\_ I wish to submit a written response to be attached to this evaluation.

**Remarks by Teacher:**

---

---

---

---

---

---

---

---

---

---

**NOTE:** Evaluator's narrative should be attached to this form.

**NOTE:** This template is based on the work of Charlotte Danielson.