Observation Evidence Sorting Form Option B

Professional Growth System

Student Services Growth Rubric

Student Services Coordinator

School/District

Date (Month/Day/Year)

Observer

Informal Observation

☐ 1   ☐ 2   ☐ 3   ☐ 4   ☐ 5

Formal Observation

☐ 1   ☐ 2   ☐ 3

DOMAIN I: Planning	EVIDENCE
1. Plans, coordinates recruitment and appropriate placement activities to promote retention and completion in Career Technical Education (CTE) programs.	
2. Service planning that meets the diversity of students' backgrounds and all categories as defined by Perkins' special populations (students' prior knowledge, experience and/or cultural background based on data collected.	

DOMAIN II: Assessment	EVIDENCE
3. Collects and organizes data from assessments to plan instruction, provide feedback and appropriate instructional support, and track and monitor student progress.	

DOMAIN III: Instruction	EVIDENCE
4. Actively engages students in the learning process.	
5. Communicates clearly and effectively.	

DOMAIN IV: Learning Environment	EVIDENCE
6. Creates an environment conducive to learning.	

DOMAIN V: Professional Responsibilities	EVIDENCE
7. Engages in continuous professional learning opportunities and applies new information to meet the needs of students.	
8. Establishes and maintain effective communication with parents/guardians and community stakeholders.	
9. Collaborates with colleagues and is an active member of a professional learning community in the school.	