

SCHOOL DISTRICT OF OKEECHOBEE COUNTY

INSTRUCTIONAL PERSONNEL

OBSERVATION AND DATA COLLECTION/ANALYSIS INSTRUMENT

Name	<input type="checkbox"/> Formal Observation <input type="checkbox"/> Informal Observation	Date
Subject/Course	School/Dept.	

DOMAIN 1: Classroom Strategies and Behaviors

CLASSROOM ENVIRONMENT AND CULTURE	Performance Values (Check One)				Observation Code*
Performance Responsibilities	U	NI/D	E	HE	Indicate all that apply
1. Maintains a safe, organized classroom, and manages the use and accessibility of materials and equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Manages student behavior.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Students use established procedures for discussion, collaboration and accountability.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

DIRECT INSTRUCTION	Performance Values (Check One)				Observation Code*
Performance Responsibilities	U	NI/D	E	HE	Indicate all that apply
4. Sets expectations and engages students' attentions, curiosity, interest, optimism, and passion in work that has clear meaning and immediate value.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Scaffolds the task, and uses strategies for the purpose of gradually releasing responsibility to students, providing opportunities for students to take ownership of their learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Focus each lesson on quality text (or multiple texts). Ensures the work of the lesson reflects the shifts required by MAFS (Mathematics Florida Standards)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Provides differentiated instruction.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Uses quality questions to probe and deepen students understanding.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Demonstrates knowledge of content, pedagogy, and standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

ASSESSMENT FOR STUDENT LEARNING	Performance Values (Check One)				Observation Code*
Performance Responsibilities	U	NI/D	E	HE	Indicate all that apply
10. Creates formative assessment opportunities for students and uses formative assessment data.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. Ensures students demonstrate learning and students use assessment data.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

TECHNOLOGY	Performance Values (Check)				Observation Code*
Performance Responsibilities	U	NI/D	E	HE	Indicate all that apply
12. Explores and implements innovative ways to incorporate existing technologies to increase active participation by students and enhance student achievement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Unsatisfactory		X	0.0	=	
Needs Improvement/Developing		X	4.6	=	
Effective		X	8.0	=	
Highly Effective		X	10.0	=	
Category Raw Score					

Domain 1 Rating

Unsatisfactory 0-27	Needs Improvement/ Developing 28-83	Effective 84-108	Highly Effective 109-120

*Each decimal will be rounded to the nearest whole number.

*Observation Code: O-Observed I-Clearly Indicated C-Collected Data NE-Not Evident

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DOMAIN 2: Planning and Preparation

	Performance Values (Check)				Observation Code*
Performance Responsibilities	U	NI/D	E	HE	Indicate all that apply
13. Lessons are based on grade level standards that require rigorous coursework, discussions and task.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14. Lessons are designed to meet the needs of students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15. Develops lessons which include prerequisite relationships between important concepts and communicates success criteria.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16. Develops or selects questions and tasks, both oral and written, which are text/task specific and accurately address the analytical thinking/problem solving required by the grade-level standards.					

Unsatisfactory		X	0.0	=	
Needs Improvement/Developing		X	4.5	=	
Effective		X	6.25	=	
Highly Effective		X	6.75	=	
Category Raw Score					

Domain 2 Rating

Unsatisfactory 0-7	Needs Improvement/ Developing 8-18	Effective 19-25	Highly Effective 26-27

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Name	<input type="checkbox"/> Formal Observation <input type="checkbox"/> Informal Observation	Date
Subject/Course	School/Dept.	

DOMAIN 3: Reflecting on Teaching and Learning

	Performance Values (Check)				Observation Code*
Performance Responsibilities	U	NI/D	E	HE	Indicate all that apply
17. Annually develops a Deliberate Practice Plan (DPP) which focuses on an indicator within Domain 1- Classroom Strategies and Behaviors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Unsatisfactory		X	0.0	=	
Needs Improvement/Developing		X	11	=	
Effective		X	16	=	
Highly Effective		X	18	=	
Category Raw Score					

Domain 3 Rating

Unsatisfactory 0	Needs Improvement/ Developing 11	Effective 16	Highly Effective 18

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*Observation Code: O-Observed I-Clearly Indicated C-Collected Data NE-Not Evident

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Name	<input type="checkbox"/> Formal Observation <input type="checkbox"/> Informal Observation
Subject/Course	Date _____ School/Dept. _____

DOMAIN 4: Collegiality and Professionalism

PROFESSIONAL COOABORATION AND COMMUNUCATION	Performance Values (Check)				Observation Code*
Performance Responsibilities	U	NI/D	E	HE	Indicate all that apply
18. Collaborates with peers and other professionals to enhance student learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19. Establishes and maintains a positive collaborative relationship with the students' families to increase student achievement and provides accurate, timely academic and behavioral information to parents and students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

PROFESSIONAL RESPONSIBILITIES	Performance Values (Check)				Observation Code*
Performance Responsibilities	U	NI/D	E	HE	Indicate all that apply
20. Acts in a professional and ethical manner and adhere at all times to the Code of Ethics of the Education Profession in Florida and Principles of Professional Conduct for the Education Profession in Florida.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21. Supports school district, and state curriculum, policies and initiatives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Unsatisfactory		X	0.0	=	
Needs Improvement/Developing		X	5.5	=	
Effective		X	7.75	=	
Highly Effective		X	8.75	=	
Category Raw Score					

Domain 4 Rating

Unsatisfactory 0-7	Needs Improvement/ Developing 8-22	Effective 23-31	Highly Effective 32-35

*Each decimal will be rounded to the nearest whole number.

*Observation Code: O-Observed I-Clearly Indicated C-Collected Data NE-Not Evident

This observation has been discussed with me. <input style="margin-left: 20px;" type="checkbox"/> Yes <input style="margin-left: 20px;" type="checkbox"/> No			
Signature of Observer	Date	Signature of Observee	Date
My signature does not necessarily indicate agreement with this observation. I understand that I may submit a written response to the observation within ten working days of the date of my signature.			

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OBSERVATION AND DATA COLLECTION/ANALYSIS INSTRUMENT

SUMMATIVE INSTRUMENT

Name	Position
School/Dept.	School Year

Instructional Practices Domains	Unsatisfactory	Needs Improvement/ Developing	Effective	Highly Effective
Classroom Strategies and Behaviors				
Planning and Preparing				
Reflecting on Teaching				
Collegiality and Professionalism				
Total				

Instructional Practices Score	Unsatisfactory 0-41	Needs Improvement/ Developing 42-134	Effective 135-180	Highly Effective 181-200
Instructional Practice Rating				

Comments of the Evaluatee: _____

Comments of the Evaluator: _____

Information from parents was collected and analyzed in the preparation of this report. ☐ Yes ☐ No

This evaluation has been discussed with me. ☐ Yes ☐ No

Signature of Evaluator	Date	Signature of Evaluatee	Date
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Contract Year:	<input type="checkbox"/> AC 1	<input type="checkbox"/> AC 2	<input type="checkbox"/> AC 3	<input type="checkbox"/> AC 4+	<input type="checkbox"/> CC/PSC	Semester	<input type="checkbox"/> 1	<input type="checkbox"/> 2
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Contract Recommendation:	<input type="checkbox"/> Annual 2	<input type="checkbox"/> Annual 3	<input type="checkbox"/> Annual 4+	<input type="checkbox"/> Holds CC/PSC	<input type="checkbox"/> Not recommended for reappointment
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STUDENT GROWTH AND ACHIEVEMENT		Performance Values (Check)				Observation Code
Performance Responsibilities		U	NI/D	E	HE	Indicate all that apply
Ensure that student growth and achievement are continuous and appropriate for age group, subject area, and/or student program classification.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Student Growth and Achievement Score	Unsatisfactory 13	Needs Improvement/ Developing 42	Effective 80	Highly Effective 100
Student Growth Rating				

	Points Earned	Unsatisfactory	Needs Improvement/ Developing	Effective	Highly Effective
Instructional Practice					
Student Growth and Achievement					

The IPC will be weighted at 66.7% (use a multiplier of 1.111 to convert the raw score) and the Student Growth section will be weighted 33.3% (use a multiplier of 0.8333 to convert the raw score).

FINAL RATING

Unsatisfactory 0 – 59	Needs Improvement/Developing 60-199	Effective 200-264	Highly Effective 265-300

Comments of the Evaluatee: _____

Comments of the Evaluator: _____

This evaluation has been discussed with me. ☐ Yes ☐ No

Signature of Evaluator Date Signature of Evaluatee Date

My signature does not necessarily indicate agreement with this observation. I understand that I may submit a written response to the observation within ten working days of the date of my signature.