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| --- | --- |
| Educator Name: | Click here to enter text. |
| Subjects(s): | Click here to enter text. | Grade Level(s): | Click here to enter text. |
| Administrator Name: | Click here to enter text. | School/Location: | Click here to enter text. |
|  |
| First Formal Observation Date(s) |  | Informal Observation Date(s) (10 minutes per observation) |
| First Pre-Observation: | Click here to enter a date. |  | Date Observed: | Click here to enter a date. |
| First Observation (30 minutes): | Click here to enter a date. |  | Date Observed: | Click here to enter a date. |
| First Post-Observation: | Click here to enter a date. |  |  |
| If non-tenured: Second Formal Observation Date(s) |  | Informal Observation Date(s) (10 min per observation) |
| Second Pre-Observation: | Click here to enter a date. |  | Date Observed: | Click here to enter a date. |
| Second Observation (30 minutes): | Click here to enter a date. |  | Date Observed: | Click here to enter a date. |
| Second Post-Observation: | Click here to enter a date. |  |  |
|  |
| **Domain 1: Planning and Preparation** | OVERALL PROFICIENT: DOMAIN 1 |[ ]
|  | UNSAT | BASIC | PROF | EXPL |
| Component 1d: *Demonstrating knowledge of resources, both within and beyond the school and district, and access to such resources as ­interlibrary loan* |[ ] [ ] [ ] [ ]
| Component 1e: *Planning the library/media program integrated with the overall school program* |[ ] [ ] [ ] [ ]
| Component 1f: *Developing a plan to evaluate the library/media program* |[ ] [ ] [ ] [ ]
| Evidence of Components: |
| **Domain 2: The Environment** | OVERALL PROFICIENT: DOMAIN 2 |[ ]
|  | UNSAT | BASIC | PROF | EXPL |
| Component 2c: *Establishing and ­maintaining library ­procedures* |[ ] [ ] [ ] [ ]
| Component 2d: *Managing student behavior* |[ ] [ ] [ ] [ ]
| Evidence of Components: |
| **Domain 3: Delivery of Service** | OVERALL PROFICIENT: DOMAIN 3 |[ ]
|  | UNSAT | BASIC | PROF | EXPL |
| Component 3b: *Collaborating with teachers in the design of instructional units and lessons* |[ ] [ ] [ ] [ ]
| Component 3c: *Engaging students in enjoying literature and in learning information skills* |[ ] [ ] [ ] [ ]
| Component 3d: *Assisting students and teachers in the use of technology in the library/media center* |[ ] [ ] [ ] [ ]
| Evidence of Components: |
| **Domain 4: Professional Responsibilities** | OVERALL PROFICIENT: DOMAIN 4 |[ ]
|  | UNSAT | BASIC | PROF | EXPL |
| Component 4d: *Participating in a professional community* |[ ] [ ] [ ] [ ]
| Component 4f: *Showing professionalism* |[ ] [ ] [ ] [ ]
| Evidence of Components: |
| **Statement**: *A formal conference was held on* Click here to enter a date. *with my evaluator. I understand that I have five work days to study and prepare a response which will be attached to this evaluation prior to being sent to Human Resources. My response will become a part of this evaluation. I also understand that my signature below does not necessarily mean that I agree with the evaluation.* |
| Administrator’s signature: |  | Date: |  |
| Educator’s signature: |  | Date: |  |