

Improvement Plan –Teacher

Teacher:

Evaluator:

Grade(s):

Subject Area(s):

Date of Conference:

Area(s) of Improvement:

The teacher and evaluator will collaboratively develop the Improvement Plan at an Improvement Plan conference. If consensus between the teacher and evaluator is not reached, the evaluator shall develop the Improvement Plan.

Describe specific deficiencies in performance as related to the SOPPAS Component(s)/area(s).

List the specific measurable goals to improve performance to a satisfactory level. Indicate how progress will be measured for each goal.

Specify any professional development activities, interventions, or resources needed to complete the goals of the Improvement Plan.

Indicate the sources of evidence that will be used to document the completion of the Improvement Plan. List reasonable check points and a time line for activities or events of the Improvement Plan. Specify the date by which the Improvement Plan will be completed.

Specify the procedures that will be used to collect the necessary evidence to determine that the goal(s) of the Improvement Plan are met.

Indicate how satisfactory or unsatisfactory completion of the plan will be determined. Indicate what will happen if there is unsatisfactory completion of the plan.

My signature below means that I have received the Improvement Plan, understand what is expected of me, and will work on the plan as described.

Teacher's Signature:

Date:

My signature below means that I have carefully reviewed the Improvement Plan with the teacher and have clearly communicated what is expected of the educator to complete the plan.

Evaluator's Signature:

Date:

Amendments to the Plan:

If the Improvement Plan is amended during the implementation, specify changes.

Teacher's Signature:

Date:

Evaluator's Signature:

Date:

Completion of Improvement Plan:

The teacher has completed the improvement plan as described.

Satisfactory

Unsatisfactory

Teacher's Signature:

Date:

Evaluator's Signature:

Date: