Print Form

HUDSON COUNTY SCHOOLS OF TECHNOLOGY

PROFESSIONAL VALIDATION

Teacher_____Subject_____Date_____
Activity Observed _____Time_____ Grade_____
Program: _____Location_____ Project Based ___yes ____no
Observer/Title_____ Tenure____ Non-Tenure____

MISSION STATEMENT

We are a passionate multi-dimensional learning community that prepares our learners to succeed by providing quality educational opportunities.

Criteria: Ex-Exemplary P- Proficient E- Emerging N/A-Not Applicable

1. Planning and Preparation

___ a. Demonstrates Knowledge of Content and Curriculum
___ b. Selects Instructional Objectives for Curriculum Adherence and Student Level
___ c. Systematically Plans Instructional Activities
___ d. Demonstrates Knowledge of Instructional Materials, Resources and Lesson Plans
___ e. Utilizes Technology for Home and Classroom Use
___ f. Establishes High Expectations for the Learning of all Students

Observations:

Suggestions:

Teacher/Facilitator/Advisor's Comments:

2.Student Progress and Learning

___ a. Assess Students on Course Objectives as Required Using a Variety of Evaluative Techniques

___ b. Monitors Student Progress and Understanding Throughout the Lesson/Unit

___ c. Demonstrates Knowledge of Students (Individual Differences, Learning Styles, Skills and Knowledge, Reading & Comprehending the IEP Goals)

___ d. Uses Assessment Results for Instructional Planning (Differentiation, Technology, Feedback, Project Base Instruction, IEP Stipulations)

___ e. Maintains Accurate Records on Student Progress and Performance (Grade Book, Pupil Participation, Student Portfolios)

___ f. Maintains a Planbook or Syllabus to Monitor the Completion of the Course Requirements

Observations:

Suggestions:

Teacher/Facilitator/Advisor's Comments:

3. Instruction

___ a. Selects Appropriate Teaching Methods and Practices to Accomplish the Objectives and Goals of the Lesson

___ b. Communicates and Presents the Lesson Clearly and Accurately

___ c. Adjusts Teaching Techniques to Meet the Needs of All Students (Meeting/ Addressing the Needs and Interests of Individual Students and/or IEP's)
___ d. Employs Effective Questioning and Discussion Techniques
___ e. Engages Students in all Aspects of Learning (Critical Thinking, Problem Solving, Essential knowledge)
___ f. Provides Feedback to Students
___ g. Implements Project Based Strategies to Enhance Instruction, Improve Learning, and Promote Collaborative Planning
___ h. Lessons are Aligned with an Integrated Curriculum /Disciplinary Instruction

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Observations:

Suggestions:

Teacher/Facilitator/Advisor's Comments:

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4. The Classroom Learning Environment

___ a. Creates an Environment of Respect, Trust, and Rapport with Students and Staff
___ b. Provides an Educational Environment and a Culture for Learning to Promote Student Achievement
___ c. Maintains an Orderly and Safe Physical Environment
___ d. Implements Classroom Rules/Routines
___ e. Monitors Student Behavior and Incorporates Class Management Techniques
___ f. Utilizes Classroom Space Effectively

Observations:

Suggestions:

Teacher/Facilitator/Advisor's Comments:

5A. Project Based Learning, Design, and Management

__ a. Compiles Information for Standard Based Projects Identified for Each Student
__ b. Organizes/Prepares Portfolio Assessment/Personal Student Learning Plans (IEP Goals/Objectives)
__ c. Determines and Plans Individual Tutoring (Assistance/Support in Specific Con-Tent Skills to Address the Standards and Improve Competencies
__ d. Integrates a Tracking/Reporting System (Project Foundry, Blackboard, etc.)
__ e. Formulates a Student Coaching/Mentoring Plan
__ f. Selects and Assess Program Surveys (HOPE Surveys) by Peers, Students, and Parents
__ g. Plans Advisory Meetings and Continuously Defines Usage of the Facility Design
__ h. Incorporates After School Programs/Partnerships (Enrichment/College Courses)
__ i. Selects, Summarizes, and Interprets results from Assessments (Rubrics: Projects, Research, Presentations, Writing, Homework, ACT/SAT Scores, Proficiencies (Content Area Criteria), Progress Reports, Marking Period Grades, State Tests (HSPA/Specialized Subjects)
__ j. Identifies Professional Development Plans for Self and School (Program)
__ k. Selects Student Work Stations and Makes Decisions for Technology Support

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Observations:

Suggestions:

Teacher/Facilitator/Advisor's Comments:

5B. Career and Technical Education (CTE) Instruction

__ a. Follows a Stated Approved Program or Program of Study, and, if Appropriate, Collaborates with Colleagues in the State's Approval/Re-approval Process
__ b. Lesson Planning provides for a variety of delivery methods and techniques
__ c. Presentations are Reinforced by Practical Applications
__ d. Practical Applications Projects Show a Broad Range of Competencies
__ e. Uses Validated Technical Skills Assessment for Program
__ f. Selects Student Work Stations and Makes Appropriate Decisions on the Use of Technology in the Classroom, Laboratory, and/or Shop
__ g. Works with Advisory Committees, Community Resources, Staff, and Students to Incorporate Structured Learning Experiences (SLE), Partnerships for Articulation, and Involvement in CTE Student Organizations and Activities into the CTE Program
__ h. Interprets Data from Various Sources and Applies this to Group and Individual Learning
__ i. Properly Assigns Students to Participant, Concentrator, and Completer status
__ j. Records Students' Progress by Competencies and Tasks
__ k. Students Participate in the Development and Selection of Some of the Projects
__ l. Participates in District Assigned Cluster-Level Advisory Committee
__ m. Works with Cluster Advisory Committee and District Staff to Keep Current Technology Available to Students
__ n. Maintains Current Personal, Professional Associations, Certifications, and/or Training
__ o. Cooperates in the Professional Development Plans, Action Research Projects, and School Design/Redesign Activities

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Observations:

Suggestions:

Teacher/Facilitator/Advisor's Comments:

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6. Professional Improvement and Responsibilities

___ a. Displays Professional Ethics and Decorum
___ b. Attends Faculty Meetings, Advisory Committees, and Action Research Collaboration
___ c. Provides Adequate Resources for the Well-Being of Students and Academic Growth (Drug & Alcohol Abuse, Test Taking Skills, After School Programs, College Decisions, and Parental Conferences
___ d. Demonstrates Professional Standards (District Regulations, Department Decisions, Positive Attitude, and Promoting School Practices)
___ e Professional Development(Workshops, Forums, Curriculum Committees, College Credits, Advanced Degrees, District Requirements)
___ f. Professional Participation (School Events, District Projects, Mentorships)
___ g. Highly Proactive in Serving Students (Resourceful) (Addressing IEP Goals)

Documentation/Logs:

Suggestions:

Comments in Regard to your Professional Development Plan for this School Year.

a. What personal/professional experiences do you hope to accomplish this school year?

_____

_____

_____

_____

b. What are your professional goals that will help in continuing your educational progress and growth?

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_____

2. Do you have a Personal Learning Plan?

___☐_ Yes Please provide a copy.

a) Do you have a Mission Statement?
b) Listing of goals/objectives.
c) Strategies/Activities to accomplish goals

_____

_____

_____

_____

_____☐_No

Comments:

Signature: Principal/Ass't/Vice/Supervisor _____Date_____

Signature: Teacher/Facilitator/Advisor _____Date_____

*The signature of the staff member does not necessarily indicate agreement, but rather that a conference has been held and that the staff member has received a copy of the written Validation.