

SECOND COMMITTEE MEETING (Cycle I) CHECKLIST

Committee meets without the intern to:

- ❖ record each member's holistic scores for the ten New Teacher Standards on the Summary of Intern Performance.
- ❖ discuss the analytic scoring and supporting evidence of each Standard to reach consensus on the intern's strengths and priority areas for professional growth identified during Cycle I. Record the identified strengths and priority areas for professional growth in the Committee Consensus section.
- ❖ review the intern's Professional Responsibilities Task (D, E, & F), Professional Growth Self-Assessment and plan for addressing priority growth areas.
- ❖ review the status and appropriateness of the resource teacher's in-class and out-of-class time mentoring the intern.

Committee meets with the intern to:

- ❖ discuss the holistic and analytic scores and the supporting evidence for the ten New Teacher Standards focusing on the intern's strengths and priority areas for growth identified by the committee during Cycle I.
- ❖ reconcile new strengths and/or priority areas identified by the Committee with those identified by the intern on his/her Professional Growth Self –Assessment to agree on the intern's professional growth activities for Cycle II and the assistance and documentation needed for these activities.
- ❖ discuss the Committee Meeting Exhibit Checklist (p.11) for the next cycle of observations.
- ❖ complete the electronic Summary of Intern Performance for Cycle I.

SUMMARY OF CYCLE I INTERN PERFORMANCE

STANDARD	Principal	Resource Teacher	TE/IS KDATE
I. Designs/Plans Instruction			
VIII. Demonstrates Applied Content Knowledge			
II. Creates/Maintains Learning Climates			
III. Implements/Manages Instruction			
IV. Assesses/Communicates Learning Results			
V. Reflects Upon and Evaluates Teaching and Learning			
VI. Collaborates with Colleagues/Parents/Others			
VII. Engages in Professional Development			
IX. Demonstrates Implementation of Technology			
X. Provides Leadership Within School/Community/Profession			

COMMITTEE CONSENSUS

Strengths related to the New Teacher Standards

Priority Areas for Professional Growth

The signatures below verify that the analytic and holistic scores and the supporting evidence for the nine Standards have been discussed with the intern and an action plan or plans for Cycle II have been identified on the intern's PGP.

Principal

Resource Teacher

TE/IS

Intern

THIRD COMMITTEE MEETING (Cycle II) CHECKLIST

Committee meets without the intern to:

- ❖ record each member's holistic scores for the ten New Teacher Standards on the Summary of Intern Performance.
- ❖ discuss the analytic scoring and supporting evidence of each Standard to reach consensus on any new strengths
- ❖ and/or priority areas for professional growth identified during Cycle II. Record the identified strengths and priority
- ❖ areas for professional growth in the Committee Consensus section.
- ❖ review the intern's Professional Responsibilities Tasks (D, E, and F).
- ❖ review the status and appropriateness of the resource teacher's in-class and out-of-class time mentoring the intern.

Committee meets with the intern to:

- ❖ discuss the holistic and analytic scores and the supporting evidence for the ten New Teacher Standards focusing on the intern's strengths and priority areas for growth identified by the committee during Cycle II.
- ❖ reconcile any new strengths and/or priority areas identified by the Committee with those identified by the intern on his/her Professional Growth Self-Assessment to agree on the intern's professional growth activities for Cycle III and the assistance and documentation needed for these activities.
- ❖ discuss the Committee Meeting Exhibit Checklist (p.11) for the next cycle of observations.
- ❖ complete the electronic Summary of Intern Performance for Cycle II.

SUMMARY OF CYCLE II INTERN PERFORMANCE

STANDARD	Principal	Resource Teacher	TE/IS KDATE
I. Designs/Plans Instruction			
VIII Demonstrates Applied Content Knowledge			
II. Creates/Maintains Learning Climates			
III. Implements/Manages Instruction			
IV. Assesses/Communicates Learning Results			
V. Reflects Upon and Evaluates Teaching and Learning			
VI. Collaborates with Colleagues/Parents/Others			
VII. Engages in Professional Development			
IX. Demonstrates Implementation of Technology			
X. Provides Leadership Within School/Community/Profession			

COMMITTEE CONSENSUS

New Strengths related to the New Teacher Standards
New Priority Areas for Professional Growth

The signatures below verify that the analytic and holistic scores and the supporting evidence for the nine Standards have been discussed with the intern and an action plan or plans for Cycle III have been identified on the intern's PGP.

Principal

Resource Teacher

TE/IS

Intern

FOURTH COMMITTEE MEETING (Cycle III) CHECKLIST

Committee meets without the intern to:

- ❖ record each member's holistic scores for the ten New Teacher Standards on the Summary of Intern Performance.
- ❖ discuss the analytic scoring and supporting evidence of each Standard to reach consensus on the intern's strengths and priority areas for professional growth identified during previous cycles. Record the identified strengths and priority areas for professional growth in the Committee Consensus section.
- ❖ review the intern's Professional Responsibilities Tasks (D, E, and F), including the Professional Growth Self-Assessment and plan for addressing priority growth areas.
- ❖ review the status and appropriateness of the resource teacher's in-class and out-of-class

Committee meets with the intern to:

- ❖ discuss the holistic and analytic scores and the supporting evidence for the ten New Teacher Standards focusing on the intern's strengths and priority areas for growth identified by the committee during Cycle III.
- ❖ discuss new strengths and/or priority areas identified by the Committee with those identified by the intern on his/her Cycle III Professional Growth Self-Assessment and plan possible professional development directions for the following year.
- ❖ discuss the Committee Meeting Exhibit Checklist (p.11) for the third cycle of observations..
- ❖ complete the electronic Summary of Intern Performance for Cycle III.

SUMMARY OF CYCLE III INTERN PERFORMANCE

STANDARD	Principal	Resource Teacher	TE/IS	Final Marking	
				MET	NOT MET
I. Designs/Plans Instruction					
VIII. Demonstrates Applied Content Knowledge					
II. Creates/Maintains Learning Climates					
III. Implements/Manages Instruction					
IV. Assesses/Communicates Learning Results					
V. Reflects Upon and Evaluates Teaching and Learning					
VI. Collaborates with Colleagues/Parents/Others					
VII. Engages in Professional Development					
IX. Demonstrates Implementation of Technology					
X. Provides Leadership Within School/Community/Profession					

COMMITTEE CONSENSUS

New Strengths related to the New Teacher Standards
New Priority Areas for Professional Growth

The signatures below verify that the committee's decision regarding the completion of the internship have been discussed with the intern at this meeting.

Principal

Resource Teacher

TE/IS

Intern

Local School District or Vocational Internship Coordinator