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| Administrator: |  |
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| School: |  | Title: |  |
|  |
| Appraiser: |  | Conference Date: |  | / |  | / |  |  |

**Directions:** *Administrators are responsible for setting professional growth goals that are tied directly to school improvement and improved student academic progress and/or to the school’s strategic plans that are developed and updated regularly. The number of goals set should not be so numerous that there are too many goals to reach; therefore, diminishing the resources and focus brought to reaching each goal. The evaluator and the administrator meet to discuss the baseline data and review the annual goals. New goals are identified each year. The goal should be customized for the particular school and its particular student population.*

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| Appraisal for School Year: |  | – |  | Recertification Year: |  |  |
| **Goal/Objective #** | 1 | **: (Concise SMART Goal/Objective)** |
| Type (check one): Goal I: Student Performance Improvement [ ]  Goal II: Leadership/Management Improvement [ ]  Goal III: Personal/Professional Growth [ ]  |
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| **Verifiable Outcomes/Measurement:** (Data Benchmark/s that measure achievement of the goal/objective.)      |
| **Major Problems Anticipated:** (Note if needed.)      |
| **Work Steps:** (List 3-4 most essential steps and note dates/timeline of completion.)      |
| **Division/School/Department Goal:** (State relevancy to established strategic plan, feeder pattern, school improvement)      |
| **SIGNATURES:** |
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| Administrator Signature | Date |
|       |       |
| Appraiser Signature | Date |

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| **Goal/Objective #** | 2 | **: (Concise SMART Goal/Objective)** |
| Type (check one): Goal I: Student Performance Improvement [ ]  Goal II: Leadership/Management Improvement [ ]  Goal III: Personal/Professional Growth [ ]  |
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| **Verifiable Outcomes/Measurement:** (Data Benchmark/s that measure achievement of the goal/objective.)      |
| **Major Problems Anticipated:** (Note if needed.)      |
| **Work Steps:** (List 3-4 most essential steps and note dates/timeline of completion.)      |
| **Division/School/Department Goal:** (State relevancy to established strategic plan, feeder pattern, school improvement)      |
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| **SIGNATURES:** |
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| Administrator Signature | Date |
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| Appraiser Signature | Date |

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| **Goal/Objective #** | 3 | **: (Concise SMART Goal/Objective)** |
| Type (check one): Goal I: Student Performance Improvement [ ]  Goal II: Leadership/Management Improvement [ ]  Goal III: Personal/Professional Growth [ ]  |
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| **Verifiable Outcomes/Measurement:** (Data Benchmark/s that measure achievement of the goal/objective.)      |
| **Major Problems Anticipated:** (Note if needed.)      |
| **Work Steps:** (List 3-4 most essential steps and note dates/timeline of completion.)      |
| **Division/School/Department Goal:** (State relevancy to established strategic plan, feeder pattern, school improvement)      |
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| **SIGNATURES:** |
|  |  |
| Administrator Signature | Date |
|       |       |
| Appraiser Signature | Date |