

Formative Evaluation Process

The **purpose** of the formative evaluation is to **improve professional practice**. All educators shall participate yearly, including their summative year.

- Set professional growth goals
- Set stakeholder input goal
- Determine progress and lines of evidence towards the intended goals of the educator
- Collect lines of evidence
- Improve practice continually
- Reflect
- Grow, Learn, Achieve

During the formative evaluation and growth process, the educator will participate in the following elements of goal attainment:

Timeline

Formative Goal Achievement Phases

May – August

Preparing Goals

- Receive Professional Growth & Evaluation orientation on SafeSchool Platform (required)
- Complete self-assessment in Frontline Professional Growth Plan
- Identify goals based on results of *self-assessment*
- Determine lines of evidence (data) that will measure progress in meeting goals

July – September

Setting Goals

- Determine goals related to *Educator Standards*
- Determine goal related to *Stakeholder Input*
- Complete Professional Growth Plan in Frontline
- Save and Notify Professional Growth Plan to supervisor
- Review *growth plan goals* and *lines of evidence* with supervisor – due by September 30

October – March

Working on Goals

- Complete *goal activities*
- Continue to improve practice
- Gather data on outcome of activities
- Assess progress toward goals

April – June

Achieving Goals

- Review *goal completion and lines of evidence*
- Complete the Professional Growth Plan Year-End Report with *dates of completion* and *goal status*
- Evaluate progress toward meeting goals with supervisor – due by May 15

