

THE DIOCESE OF DALLAS
Summative Evaluation Checklist

NAME: _____ **DATE:** _____

EX – Exemplary
EF – Effective
NI – Needs Improvement

POSITION: _____

Domain 1: Philosophy and Christian Witness

The teacher:	EX	EF	NI
Works to accomplish the school mission.			
Inspires and motivates students to reach their full potential spiritually, academically, and socially.			
Fosters Christian leadership among all students for the future of the church and the community.			
Incorporates daily prayer into classroom routines.			
Models and encourages an attitude of reverence during prayer and religious celebrations.			
Participates in efforts to form a strong faith community through understanding and consideration of students’ needs, interests, and differences.			
Encourages Christian service and outreach by word, action, and attitude.			
Engages students, parents, and fellow faculty members through interactions characterized by respect and dignity for the individual.			

Observed Strengths:

Areas for Growth:

Domain 2: Planning and Preparation

The teacher:	EX	EF	NI
Demonstrates knowledge of content and overall subject area.			
Uses methods and strategies appropriate to the age group.			
Recognizes students’ different approaches to learning and utilizes appropriate strategies to meet students’ needs.			
Goals are broad enough to reflect several types of learning and provide opportunities for integration.			
Uses available school resources effectively.			
Designs coherent instruction.			
Plans activities with appropriate time allocations that are relevant to and support instructional goals and varied student needs.			
Uses diverse assessment criteria that are communicated with clarity to every student.			

Observed Strengths:

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Areas for Growth:

Domain 3: School and Classroom Environment

The teacher:

EX EF NI

Creates an environment of respect and rapport.			
Shows genuine interest in and enthusiasm for the subject.			
Establishes a culture for learning where students show they value the subject through active participation and quality work.			
Interacts with colleagues, volunteers, and assistants in a friendly and professional manner.			
Manages classroom procedures effectively.			
Manages student behavior effectively.			
Maintains an orderly work environment.			
Utilizes space effectively.			

Observed Strengths:

Areas for Growth:

Domain 4: Instruction

The teacher:

EX EF NI

Communicates directions and procedures clearly and accurately.			
Spoken and written language is correct and appropriate to the age, interests, and growth of students.			
Uses effective questioning and discussion techniques that promote higher-order thinking skills.			
Engages students in cognitive learning through activities and assignments that are varied, appropriate, and promote productivity.			
Provides accurate, constructive, specific, and supportive feedback in a timely manner.			
Demonstrates flexibility and responsiveness while maintaining lesson coherence.			
Uses research-based teaching strategies.			
Uses differentiated strategies to accommodate when necessary.			
Integrates available technology into curriculum.			
Encourages student use of available technology.			

Observed Strengths:

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Areas for Growth:

Domain 5: Professional Responsibilities

The teacher:	EX	EF	NI
Assesses a lesson's effectiveness accurately and adjusts appropriately.			
Maintains accurate school and classroom records in adherence to communicated deadlines.			
Provides information to parents about the instructional program and involves them when appropriate.			
Communicates student progress/needs regularly and professionally, demonstrating evidence to support evaluations.			
Demonstrates availability to respond to parents' concerns.			
Participates and contributes to the success of school events.			
Performs responsibilities in a positive and productive manner.			
Demonstrates professionalism in colleague relationships characterized by support and cooperation.			
Dresses neatly and professionally.			
Demonstrates punctuality and readiness in compliance with assigned duties and scheduled meetings.			

Observed Strengths:

Areas for Growth:

Domain 6: Professional Growth and Development

The teacher:	EX	EF	NI
Engages in professional development activities to enhance content knowledge and pedagogical skill, including integration of technology with the curriculum.			
Assists other educators and shares knowledge acquired through professional development activities.			
Participates in professional development days sponsored by the school and the Diocese.			
Accepts direction and supervision in a positive manner.			
Cooperates with the initiatives of other faculty members.			

Observed Strengths:

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Areas for Growth: _____

Comments: _____

Teacher Signature: _____ **Date:** _____

School: _____ **Grade/Subject:** _____