

Johnsburg Central School

**Teacher/Pupil Personnel Improvement Plan**

**Part A**

As required by the State Education Department, the Johnsburg Central School District formed a committee of teachers, administrators and parents to draft the Annual Professional Performance Review.

Staff member: \_\_\_\_\_ Date: \_\_\_\_\_

Evaluator: \_\_\_\_\_

The following Action Plan and timetable has been established by the administrator to be discussed with the teacher at a follow up meeting:

Send the staff member to speak with/observe colleague.	Self-review of teacher's individual lesson.
Send the staff member to conference (s)/workshops supported by the district at a mutually agreed upon time.	Write expanded lesson plans. (submit to the administrator)
Observe a demonstration lesson by a tenured teacher. (prior permission of teacher will be obtained)	Utilize classroom management techniques recommended by the administrator or mentor.
Read support materials provided by the administrator.	Additional formal observation.
Watch videotapes of successful lessons provided by the administrator or mentor.	Other (specify activity):
Read books, periodicals and websites provided by administrator or mentor.	
Attend collegial circles recommended by the administrator or mentor.	

**Additional Comments:**

**Post-Observation Conference:**

Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

**Follow-Up Meeting - Scheduled Date:** \_\_\_\_\_

Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher: \_\_\_\_\_ Date: \_\_\_\_\_