Companion Documents

MISSOURI'S EDUCATOR EVALUATION SYSTEM
Companion Documents Introduction

The companion documents are designed to provide supplemental support to other components of the Educator Evaluation System. These include a growth plan template and sample survey questions.

Professional Growth Plan

The professional growth plan is a template for organizing the learning and growth of specific indicators. It may be used as a growth plan or improvement plan. It documents the indicator selected and the rationale for choosing it as an area of focus. It uses a PLAN/DO/STUDY/ACT format to focus the learning around the indicator. There is space provided for documenting Growth Guide ratings.

Survey Questions

There are four sets of survey questions provided. One set is intended to gather faculty feedback on the school or district. Two other sets are provided to gather parent feedback on the classroom and the school and/or district. A final set is provided to gather student feedback on the learning experience. Each provides a chart that aligns the survey question with the appropriate teacher or leader standard and quality indicator.
### Professional Growth Plan

Check One:
- Professional Growth Plan for
- Improvement Plan for

**Identify Indicator:** __________________________________________________

Briefly describe why this indicator was selected. Include whether this indicator aligns to a CSIP and/or BIP improvement goal.

| 1.) PLAN: State the professional learning goal or objective.  |
| Note: Should be driven by root causes of the baseline performance and include when and how the results will be measured, e.g., “To accomplish the identified professional growth target, _____ will implement differentiated instructional strategies as measured by . . .” |

| 2.) DO: What processes or strategies will be used to accomplish the goal? How will the strategies be measured?  |
| Note: Think of this as an improvement theory, i.e., if the educator does x, y, and z, then the stated PL objective will be accomplished. |

| 3.) STUDY: What do the data tell us? What do the data not tell us? |

| 4.) ACT: How will positive results be sustained? What might be opportunities for improvement in the PL process used and/or the results? What might be the focus of the next growth cycle? |

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
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<table>
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<tr>
<th>Standard Number and Name</th>
<th>Quality Indicator Number and Name</th>
</tr>
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</table>

| Signature of Teacher | Signature of Evaluator | Baseline Score | Final Score | Growth Score |
Sample Faculty/Staff Survey Questions (for administrators)

1. The climate of the school/district promotes and environment of mutual respect among faculty, staff and students.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

2. Administrators foster shared beliefs and a sense of community and collaboration.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

3. Faculty and staff engage in discussions about current research and proven practices on teaching and learning.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

4. Administrators monitor the effectiveness of school practices and their impact on student learning.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

5. Administrators promote continuous improvement among faculty and students.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

6. The mission of the school/district is clearly defined.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always
7. Administrators actively assist me in improving my professional practice.
   - Rarely
   - Sometimes
   - Usually
   - Always

8. My school/district adequately prepares all students to be college and career ready.
   - Rarely
   - Sometimes
   - Usually
   - Always

9. Administrators accurately and fairly assess my performance and provide meaningful feedback.
   - Rarely
   - Sometimes
   - Usually
   - Always

10. Our school teaches and reinforces student self-discipline and responsibility.
    - Rarely
    - Sometimes
    - Usually
    - Always
### Sample Survey Question Alignment

<table>
<thead>
<tr>
<th>Survey Question</th>
<th>Leader Standards</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The climate of the school/district promotes and environment of mutual respect among faculty, staff and students</td>
<td>(2.1) (3.1) (3.2) (4.1) (5.1)</td>
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<td>2. Administrators foster shared beliefs and a sense of community and collaboration.</td>
<td>(2.1) (3.2) (4.1) (4.2)</td>
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<td>3. Faculty and staff engage in discussions about current research and proven practices on teaching and learning.</td>
<td>(2.2) (3.2)</td>
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<td>4. Administrators monitor the effectiveness of school practices and their impact on student learning.</td>
<td>(2.2) (3.1) (3.3) (4.3)</td>
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<tr>
<td>5. Administrators promote continuous improvement among faculty and students.</td>
<td>(2.3) (3.2)</td>
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<td>6. The mission of the school/district is clearly defined.</td>
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<td>7. Administrators actively assist me in improving my professional practice.</td>
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<td>8. My school/district adequately prepares all students to be college and career ready.</td>
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<td>9. Administrators accurately and fairly assess my performance and provide meaningful feedback.</td>
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<td>10. Our school teaches and reinforces student self-discipline and responsibility.</td>
<td>(2.1) (3.1)</td>
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*Key: Standard 1, Quality Indicator 1 = (1.1)*
Sample Parent Survey Questions (for school/district)

1. My child’s school has fair routines, procedures and rules.
   - Rarely
   - Sometimes
   - Usually
   - Always

2. My child’s school is safe, clean and a good environment for learning.
   - Rarely
   - Sometimes
   - Usually
   - Always

3. My child is given a fair chance to succeed at school.
   - Rarely
   - Sometimes
   - Usually
   - Always

4. My child’s school promotes an environment of mutual respect.
   - Rarely
   - Sometimes
   - Usually
   - Always

5. The school recognizes the accomplishments of my child.
   - Rarely
   - Sometimes
   - Usually
   - Always

6. My child’s opinions are valued by teachers and administrators.
   - Rarely
   - Sometimes
   - Usually
   - Always

7. Discipline in my child’s school is handled fairly.
   - Rarely
   - Sometimes
   - Usually
   - Always
8. I know how well my child is doing in school.
   - Rarely
   - Sometimes
   - Usually
   - Always

9. Effective assistance is provided for children having difficulty in school.
   - Rarely
   - Sometimes
   - Usually
   - Always

10. My child learns what they need to know at this school.
    - Rarely
    - Sometimes
    - Usually
    - Always
## Sample Survey Question Alignment

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<td>2. My child’s school is safe, clean and a good environment for learning.</td>
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<td>3. My child is given a fair chance to succeed at school.</td>
<td>(2.1) (2.2) (3.1) (3.2)</td>
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<td>4. My child’s school promotes an environment of mutual respect.</td>
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<td>5. The school recognizes the accomplishments of my child.</td>
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<tr>
<td>10. My child learns what they need to know at this school.</td>
<td>(2.2) (3.1) (3.2)</td>
</tr>
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*Key: Standard 1, Quality Indicator 1 = (1.1)*
Sample Parent Survey Questions (for teacher)

1. My child’s teacher has fair routines, procedures and rules.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

2. My child’s teacher creates a good environment for learning.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

3. My child’s teacher requires hard work.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

4. My child’s teacher provides help with things my child does not understand.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

5. My child’s teacher knows when my child works hard and does good work.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

6. My child’s teacher engages my child in class activities.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always

7. My child’s teacher is fair when grading work.
   □ Rarely
   □ Sometimes
   □ Usually
   □ Always
8. My child’s teacher regularly gives feedback on work.
   - Rarely
   - Sometimes
   - Usually
   - Always

9. My child’s teacher is able to meet the particular learning needs of my child.
   - Rarely
   - Sometimes
   - Usually
   - Always

10. My child’s teacher has high expectations.
    - Rarely
    - Sometimes
    - Usually
    - Always
## Sample Survey Question Alignment

<table>
<thead>
<tr>
<th>Survey Question</th>
<th>Teacher Standards</th>
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<tbody>
<tr>
<td>1. My child’s teacher has fair routines, procedures and rules.</td>
<td>(5.1) (5.2) (5.3)</td>
</tr>
<tr>
<td>2. My child’s teacher creates a good environment for learning.</td>
<td>(2.1) (2.3) (4.3) (5.3) (6.2) (7.6) (9.2)</td>
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<td>3. My child’s teacher requires hard work.</td>
<td>(1.1) (3.3) (4.1) (6.4)</td>
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<td>4. My child’s teacher provides help with things my child does not understand.</td>
<td>(2.1) (2.5)</td>
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<td>5. My child’s teacher knows when my child works hard and does good work.</td>
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<td>6. My child’s teacher engages my child in class activities.</td>
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<td>7. My child’s teacher is fair when grading work.</td>
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<td>9. My child’s teacher is able to meet the particular learning needs of my child.</td>
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*Key: Standard 1, Quality Indicator 1 = (1.1)*
Sample Student Survey Questions (for teacher)

1. My teacher’s classroom rules and ways of doing things are fair.
   - [ ] Not at all
   - [ ] Sometimes
   - [ ] Usually
   - [ ] Always

2. My classroom is a good place for learning.
   - [ ] Not at all
   - [ ] Sometimes
   - [ ] Usually
   - [ ] Always

3. My teacher makes me work hard so I learn what I need to know.
   - [ ] Not at all
   - [ ] Sometimes
   - [ ] Usually
   - [ ] Always

4. My teacher helps me when I need it or don’t understand something.
   - [ ] Not at all
   - [ ] Sometimes
   - [ ] Usually
   - [ ] Always

5. My teacher knows when I work hard and am doing my best work.
   - [ ] Not at all
   - [ ] Sometimes
   - [ ] Usually
   - [ ] Always

6. My teacher wants me to join in class activities.
   - [ ] Not at all
   - [ ] Sometimes
   - [ ] Usually
   - [ ] Always

7. My teacher is fair when grading my work.
   - [ ] Not at all
   - [ ] Sometimes
   - [ ] Usually
   - [ ] Always
8. My teacher regularly tells me how well I am doing in my work.
   - Not at all
   - Sometimes
   - Usually
   - Always

9. My teacher helps me and other students in and out of class.
   - Not at all
   - Sometimes
   - Usually
   - Always

10. My teacher expects a lot of me.
    - Not at all
    - Sometimes
    - Usually
    - Always
## Sample Survey Question Alignment

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<tr>
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<tbody>
<tr>
<td>1. My teacher’s classroom rules and ways of doing things are fair.</td>
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<td>2. My classroom is a good place for learning.</td>
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<td>3. My teacher makes me work hard so I learn what I need to know.</td>
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