

## IA Evaluation Form:

Please complete one form for each IA who has been assigned to support you either by teaching some of your students or by serving in a clerical capacity. (*Return to Susan by Friday, May 5*)

IA: \_\_\_\_\_ Evaluating Teacher: \_\_\_\_\_

Scale range:

1(*serious concern*) 2(*needs improvement*) 3(*acceptable*) 4(*commendable*) 5(*highly commendable*)

NA (*either not observed or not applicable to particular IA position*)

<b>Instructional Skills:</b>	1	2	3	4	5	NA
Has lesson plans clearly in place						
Conscientiously approaches instructional responsibilities						
Teaches with enthusiasm and self-confidence						

<b>Knowledge of Content and Use of Materials:</b>	1	2	3	4	5	NA
Demonstrates current knowledge of subject matter						
Demonstrates initiative in acquisition of necessary teaching materials						

<b>Focus on Students:</b>	1	2	3	4	5	NA
Students interested and excited about learning						
Knowledgeable about each student						
Attuned to student needs and feelings						
Genuinely interested in individuals						

<b>Clerical Support</b>	1	2	3	4	5	NA
Grades papers accurately and in a timely manner						
Efficiently completes copying duties						
Demonstrates willingness to undertake all teacher requests						

<b>General Professional Attributes</b>	1	2	3	4	5	NA
Maintains accurate records						
Follows schedule						
Makes reasonable efforts to promote and maintain appropriate student behavior						

Indicate the amount of time you interface with this IA each week: \_\_\_\_\_

Describe the type of assistance you receive (e.g., she teaches a reading group, she grades papers, etc.):

Comment:

