



Final Evaluation Report: Instructional Specialist

Professional Growth System
Office of Human Resources and Development
45 West Gude Drive, Suite 2100, Rockville, Maryland 20850
MONTGOMERY COUNTY PUBLIC SCHOOLS

MCPS Form 425-44
April 2012

Directions: Evaluators complete a narrative description based on the following performance standards. The description includes workplace observations, client feedback, contributions to overall office/department mission, review of professional growth plans and implementation results, and any other documents collected by the evaluator and/or the instructional specialist during the full length of the cycle.

Instructional Specialist _____

Employee Number _____ Years of MCPS Experience _____

Supervisor/Coordinator/Evaluator _____

Type First-year in Position Tenured (3-year cycle)

First-year Probationary Tenured (4-year cycle)

Second-year Probationary Tenured (5-year cycle)

Special Evaluation

Office _____

Performance Standards:

- I. Instructional Specialists show their commitment to students and student learning through their work with teachers, administrators, support staff, and the broader educational community.
- II. Instructional specialists are knowledgeable in their field and use their expertise to promote system-wide goals by communicating their knowledge to teachers, administrators, support staff, and the broader educational community.
- III. Instructional specialists are responsible for establishing and managing a positive learning environment.
- IV. Instructional specialists use data to support the educational community's efforts to improve student achievement.
- V. Instructional specialists are committed to continuous improvement and professional development.
- VI. Instructional specialists exhibit a high degree of professionalism.

Dates of Observations _____

Dates of Conferences _____

Final Rating Meets Standard Below Standard

Evaluator's Signature _____ Date _____

Instructional Specialist's Signature _____ Date _____

(Instructional specialist's signature indicates that instructional specialist has read and reviewed the final evaluation, not necessarily that the instructional specialist concurs with the contents. Instructional specialists may choose to attach comments.)