Responsible: Building:

#### Task:

This form is completed by the principal and submitted electronically to the Superintendent or designee using the TalentEd platform before the principal begins work on the PGP, collaborative, or extension goals. The plan is considered finalized when the document is signed electronically in TalentEd by both parties, indicating their agreement to the goals, activities, and supports for the current school year.

## Professional Growth Plan

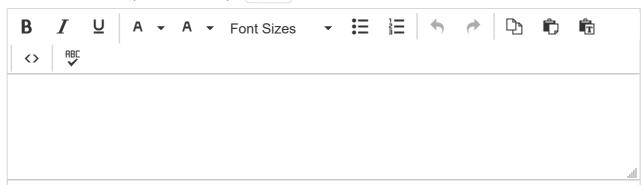
The PGP form is designed to facilitate the school-level administrator's professional development. The school-level administrator uses it to set PGP goals as well as to track and reflect on professional development or goal-related activities; the supervisor uses it to review and score the administrator's PGP progress at the conclusion of the evaluation cycle.

**Goal 1 - Professional Growth:** A goal addressing an area of needed growth or improvement informed by data, previous evaluation results, self-reflection, or self-assessment.

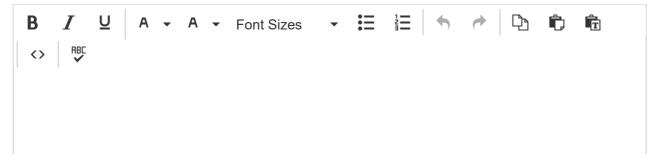
#### Use this model to develop your goal:

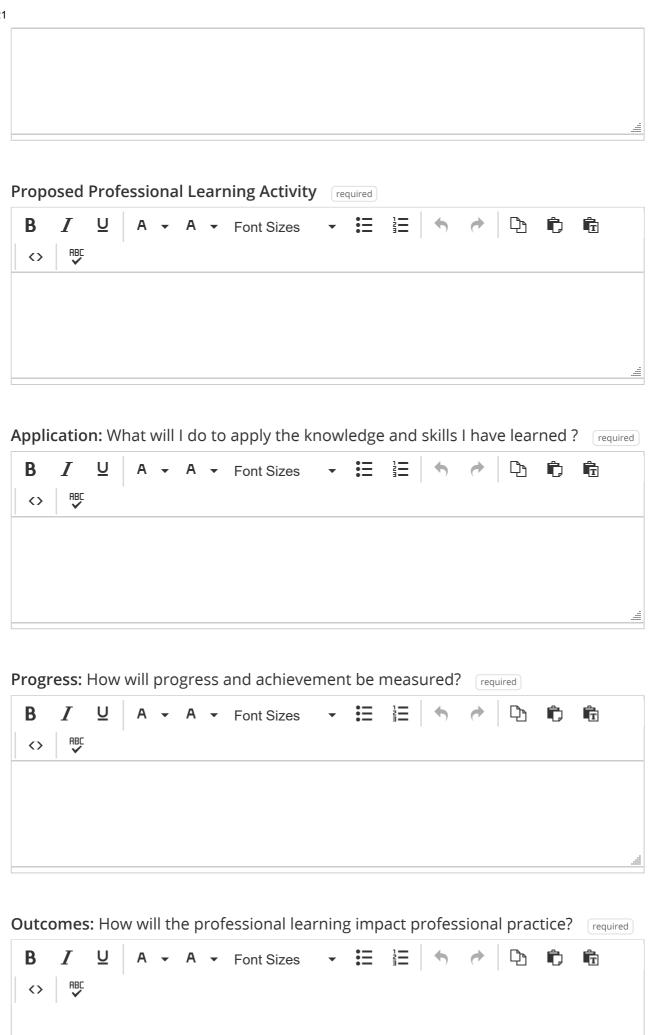
I will improve my ability to (state the practice you want to improve) by (state the learning), (state how and when I will do this) and (how and when I will apply the learning).

### Goal Statement (SMART Goal) required



Rationale: Why was this goal chosen? required

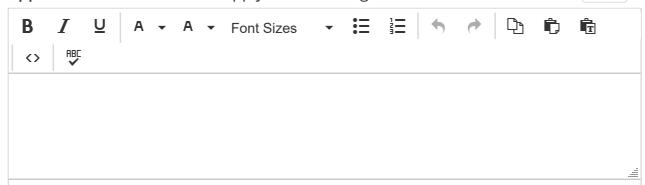




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Target Comp	letion Date	required				
Allowed forma	t is MM/DD/YY	/Y Ex: 05/08/2021				
Goal 2 - Sc	hool or Di	strict Goal				
	ed through th	Goal: A goal rene school impro			-	
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Rationale:Wh		val chosen? re  ▼ Font Sizes		+ +	<b>D</b>	Ē
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Proposed Pro	ofessional Le	arning Activity	/ required			
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**Application:**What will I do to apply the knowledge and skills I have learned?



**Progress:**How will progress and achievement be measured? required



Outcomes: How will the professional learning impact professional practice? required

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# **Portfolio**

The Principal portfolio is a principal-generated documentation of performance on the Five Essential Practices of School Leadership. The portfolio is assembled throughout the academic year and evaluated by the superintendent near the end of the school year, but before the principal's summative evaluation meeting. Five artifacts are required for the portfolio. The five artifacts should include the Virgin Islands System of Support(VISOS) document, completed teacher evaluation documents, PGP, Parent Engagement, and one

artifact for a leadership practice of their choice. For each artifact collected, the principal provides an explanation of how the artifact demonstrates his/her performance on the corresponding leadership practice.

#### **Artifact 1: Virgin Islands System of Support**

All principals are required to write and implement VISOS, as part of the school improvement process. The VISOS plan includes staff development, curriculum/instructional improvement, and school safety plans. All principals will submit documents showing school-level implementation of the VISOS process and plans to improve VISOS.

Leadership Practice Addressed	required
Dractice Indicator	
Practice Indicator required	

### Possible Artifacts: required

As part of the portfolio planning, the principal may consider what might serve as evidence of the principal 's leadership practice.

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#### **Artifact 2: Completed Teacher Evaluation Documents**

All principals are required to evaluate teachers annually. The principal will select one set of completed teacher evaluation forms considered representative of his/her teacher evaluation practice for review. The submission should include:

Teacher Observation Danielson Framework for Teaching - 1

Teacher Observation Danielson Framework for Teaching - 2

**Teacher Portfolio Reflection Form** 

**Teacher Portfolio Scoring Form** 

**Teacher Summative Evaluation written documents** 

Video of teacher feedback session

Additionally, the principal will submit teacher evaluation completion data for his or her school.

1	
Leadership Practice Addressed required	
Dynatica Indicator	
Practice Indicator required	
Possible Artifacts: required	
As part of the portfolio planning, the principal may consider what might serve as evidence of the	principal 's
leadership practice.	
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ifact 3: Professional Growth Plan Completion Evidence All principals include a professional growth plan using the same format in TalentEd, the electroni performance management system. The principal will submit evidence of PGP completion with his portfolio.	
Loadorchia Practice Addressed	
Leadership Practice Addressed required	
Practice Indicator required	
Possible Artifacts: required	
As part of the portfolio planning, the principal may consider what might serve as evidence of the	principal 's
leadership practice.	i
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## Possible Artifacts: required

As part of the portfolio planning, the principal may consider what might serve as evidence of the principal 's leadership practice.



#### **Artifact 5: Choice Artifact**

The "Choice" artifact is selected by the principal to highlight new and different leadership activities occurring within the school that provides performance evidence. The choice artifact should highlight how leadership supported innovation or addressed challenges in the school.

Leadership Practice Addressed	required

Practice Indicator required

## Possible Artifacts: required

As part of the portfolio planning, the principal may consider what might serve as evidence of the principal 's leadership practice.



#### Attachment #1

Choose File No file chosen

#### Delete

Attachment #2

Choose File No file chosen

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Attachment #3

Choose File No file chosen

#### **Delete**

If the attachment will not upload properly, click here to try the alternate version.

## Comments

Comments from about this form:

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