

Everyday Family Values



LASCO/MoEYI TEACHER & PRINCIPAL OF THE YEAR AWARDS

Principal Evaluation Form

To be completed by School Board Chairman or Education Officer

This form is designed to help assess your principal. Please shade the appropriate response (blue or black ink pen). Please do not fold this questionnaire.

NAME OF SCHOOL: \_\_\_\_\_ REGION: \_\_\_\_\_

PRINCIPAL'S NAME: \_\_\_\_\_

Each performance factor on this form is to be rated in one of five categories, namely:

5 Outstanding (At all times) 4 Good (Most of the times) 3 Average (Some of the times) 2 Needs improvement (Rarely) 1 Needs much improvement (Never)

A. VISION

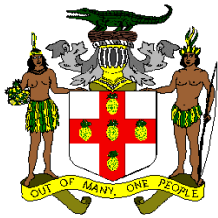
Table with 5 columns (5, 4, 3, 2, 1) and 4 rows of evaluation items for Vision.

B. INSTRUCTIONAL LEADERSHIP

Table with 5 columns (5, 4, 3, 2, 1) and 7 rows of evaluation items for Instructional Leadership.

C. SAFETY AND ORGANIZATIONAL MANAGEMENT FOR LEARNING

Table with 5 columns (5, 4, 3, 2, 1) and 6 rows of evaluation items for Safety and Organizational Management for Learning.



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**D. QUALITY STAFF**

	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
1. Aligns school's Professional Development Plan with the School Improvement Plan.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Provides Professional Development support for the improvement in performance of <b>all</b> teachers and staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Ensures teaching and learning practices are based on students' needs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Promotes a wellness programme for the development of all staff and students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Members of staff are appropriately deployed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Ensures that <b>all</b> personnel assigned to the school are supervised and performance regularly assessed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**E. EFFECTIVE SCHOOL OPERATIONS**

	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
1. Uses appropriate media to enhance communication.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Implements system of accountability.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Articulates ideas and beliefs orally and in print.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Acquires the resources necessary to achieve the School Improvement Goals.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Seeks and maintains partnerships aligned to school goals.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**F. PROFESSIONAL ATTRIBUTES**

	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
1. Models professional, moral and ethical standards in all interactions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Pursues professional development for self.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Works in a collaborative manner with all to support the mission and goals of the school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Supports professional organizations such as the JTA	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Is actively involved in community outreach programmes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Ensures that school programmes and procedures comply with the Education Act and other related guidelines.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Displays responsibility and commitment to duty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**RELATIONS WITH PARENTS & COMMUNITY**

	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
1. The school has a vibrant and functional PTA	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Parents are informed about their child's progress	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Parents are encouraged to help with school activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The school seeks feedback from parents on school issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The school holds open days for the community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The school has a good relationship with the community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**ADDITIONAL COMMENTS**

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Name: \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_