**Evaluation Planning**

**Professional Growth Plan**

The Professional Growth Plan (PGP) is a required Component of the Paraprofessional evaluation process. Instructions on completing the PGP can be found in the Paraprofessional Guidebook found at the [EES Web Portal](http://vide.vi/for-employees/educators-portal/vide-es/298-paraprofessional-evaluation-proces.html). This form is completed and shared with the principal through TalentEd at the beginning of the school year.

**VI Paraprofessional Standards**

**Standard 9:** The paraprofessional engages in continued professional improvement toward an identified goal.

The paraprofessional

* + Has an awareness of his or her professional strengths and needs.
  + Demonstrates knowledge about resources that provide opportunities for professional growth and is committed to seeking, developing, and continually refining practices.
  + Demonstrates commitment to ongoing reflection and learning as a means of improving job performance.
  + Values constructive feedback as a learning tool, and accepts feedback from the teacher/provider.
  + Participates in and documents progress in relevant professional development opportunities in order to demonstrate current, effective practices.

**VI Paraprofessional Framework**

**Domain 4**: Professionalism and Self-Reflection

**Component 4e**: Reflection & Professional Development

**Growth Goal:** A learning goal for the paraprofessional that addresses an area of growth or improvement informed by data, student needs, previous evaluation results, and/or self-reflection.

**Framing the Goal**

I will improve my ability to (state the practice I 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):

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| --- |
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**Rationale:** Why was this goal chosen?

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**Activity**: Proposed Learning Activity

**Application**: What will I do with the knowledge and skills I have learned to change instructional practice to meet student needs?

**Progress:** How will I know that I am making **progress** toward achieving my goal?

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**Target Completion Date:** Click here to enter a date.

What **supports** might I need to complete the activity and achieve my goal?

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| --- |
|  |

**Observation Planning**

Observation is a required measurement of a paraprofessional’s annual evaluation. This measure focuses on specific components of the *U.S. Virgin Islands Performance Evaluation Framework for Paraprofessionals.*

**Instructions:**

The Territory-Wide Component for observation and the standard to which it is aligned have been identified.

Using the *U.S. Virgin Islands Performance Evaluation Framework for Paraprofessionals*, please identify the Administrator and the 2 Choice Components that are to be observed, as well as the aligned standards (referenced under each component on the Framework). Components from any Domain of the Framework may be selected for discussion with your administrator. It is very important to read the specific level descriptors for a component to ensure the administrator will be able to record evidence of your performance for that component. Offer possible examples of evidence that may be observed.

* **Territory-Wide Component: 4a Professional Relationships**

**Standard 10:** The paraprofessional interacts in a professional, effective manner with colleagues, parents, and other members of the community to support students' learning and well-being.

* **Administrator Component:**

Choose an item.

* **Choice Component 1:**

Choose an item.

* **Choice Component 2:**

Choose an item.

As part of the planning discussion, the administrator and paraprofessional consider what might be observed that would serve as evidence of performance on the components.

Possible evidence of the paraprofessional’s performance on the components above: