

Physical Education: Personal Fitness

Created By: Susan Leavey on 12/26/2014 at 01:55 PM

Course Instructor: Niki Bray Contract

Overall assessment: I (the faculty advisor) recommend the following:

2. The teacher will be monitored less frequently

During this evaluation period the Instructor:

	SCORE	Exceeds Standard (3 points)	Meets Standard (2 points)	Developing (1 point)	Needs Improvement (0 points)
Maintains a current general announcement (updated at least once a week)	3 points	News Items on the homepage meets standard. In addition, teacher consistently posts appropriate additional items each week, maintaining a dynamic presence on the course homepage.	News Items on the homepage are updated and posted on a weekly basis, contain no spelling/grammar errors and are substantive, relevant and engaging for students.	News Items on the homepage are posted on a weekly basis, however they contain spelling/grammar errors and/or could be enhanced to be more substantive, relevant and engaging for students.	News Items on the homepage are not updated on a consistent basis.
Is present in the course	3 points	According to course statistics, the instructor consistently checks into the course multiple times/day, M – F, and also will check into course occasionally on weekends.	According to course statistics, the instructor has checked into the course on a daily basis, M – F.	According to course statistics, the instructor has checked into the course at least 3 days, M – F.	According to course statistics, the instructor has checked into the course fewer than 3 days, M – F.
Responds to student inquiries within 24 hours (M – F)	3 points	Student inquiries are consistently responded to well within the 24-hour required period of time M - F.	Student inquiries are responded to within a 24 hour period of time M - F.	Student inquiries are answered, however students may need to wait for more than 24 hours for a response.	Students' questions are not addressed in a timely fashion or there are indications that student frustration is evident.

Is involved in the content discussions and models critical thinking	2 points	Instructor posts to the class discussion by consistently asking leading questions, extending student thinking, and contributing relevant, instructive subject matter expertise.	Instructor posts to the class discussion by doing one or more of the following: asking leading questions, extending student thinking, and contributing relevant, instructive subject matter expertise.	Instructor responds to students with simple responses without attempting to challenge or extend student thought.	Instructor is not involved in the content discussions.
Returns grades in a timely manner	3 points	All student work is consistently graded throughout the week to allow students the benefit of reading their feedback and integrating the learning while it is still “fresh.”	All student work is graded within one week of the due date.	A portion of the students' work is graded within one week of the due date.	Almost none of the students' work is graded within one week of the due date.
Provides written feedback on student work	2 points	Students of all abilities are provided with substantive, instructive written feedback on most of their work that provides opportunities to improve or extend their learning.	Students are provided with substantive, instructive, written feedback on select work each week.	Students are provided with written feedback on select work each week.	Instructor does not provide any feedback on student work.
Maintained appropriate online voice	3 points	Teacher demonstrated a clear understanding of the importance of an online voice and intentionally sought out opportunities to connect with students in meaningful	An appropriate online voice was maintained during all correspondence with students (messages, private threads, discussion areas and/or course discussions).	Teacher demonstrated evidence of understanding the importance of an online voice, but is still working to develop an appropriate online voice.	Teacher does not seem to understand what is expected.

		ways.			
Mastered technology needed for students to be successful	3 points	Teacher has mastered technology and has shown initiative in integrating additional technology into the course to enhance student learning opportunities.	Teacher has mastered technology necessary to independently facilitate the class.	Teacher mastered technology or if issues arose, sought assistance from VHS (either through service tickets or through Faculty Advisor).	Teacher had issues with technology and seemed reluctant to seek assistance. Teacher did not acknowledge or address issues with technology.

Summative Feedback for Instructor

Although Niki taught this course in summer school, this is her first semester teaching the 15 week course. Niki seem to be a natural at on-line instruction! She has a great online voice and excellent communication with her students. Her video news items really allow students to get to know her personality. Niki is flexible when she needs to be, but she also sets high standards and holds students to them.

Niki did an excellent job keeping up with grading, She provides good, substantive feedback on select assignments. Now that she has taught the course once through, I hope that she will give some thought as to where this feedback would be most beneficial to future students.

Niki did a nice job communicating with Site Coordinators. I'm sure that she can see the benefit of communicating early and often and recommend that she continue to do so next semester.

Niki administers her course proficiently but was not shy about asking questions if things arose that she wasn't sure about. Niki is collaborative, in the best sense of the word. She was eager to share her experience and resources with the other teacher and on more than one occasion, I asked Niki for help and she went out of her way to provide additional resources to help explain the assignments to the students.

Now that she has a semester under her belt I hope that Niki will think about the content of the course (which she helped write) and provide some feedback so that we can make the content better and as a result, the students will be even more successful.

Thank you Niki for all your hard work. It was a real pleasure working with you. Niki is a great asset to the VHS faculty. I hope she will have a long, successful career as a VHS contract teacher.