THE VIRGIN ISLANDS DEPARTMENT OF
EDUCATION

Teacher Evaluation Planning
Portfolio and Professional Growth Plan (PGP)

This form is completed by the teacher and submitted to the principal using TalentEd before the teacher begins work on the portfolio and PGP. The plan is considered finalized when both the teacher and principal electronically sign the plan in TalentEd, indicating their agreement to the goals, activities, and supports for the current school year.

Portfolio

The Teacher Portfolio focuses on *The Framework for Teaching* Domain 1 and 4, which align to VI Teacher Effectiveness Standards 7: Planning for Instruction, 9: Professional Learning and Ethical Practice, and 10: Leadership and Collaboration. **Two artifacts for each component are collected and stored as PDFs in** *BriteLocker*.

1. **School Wide Component:**

   The School Wide Component is selected by the school leadership team and is related to an area of school focus. While this component will be the same for all teachers in the school building, the artifacts for each teacher will be different.

Choose an item.
Possible artifacts:

Professional Growth Plan

The Professional Growth Plan (PGP) addresses VI Teacher Effectiveness Standard 9: Professional Learning and Ethical Practice, Framework for Teaching Domain 4: Professional Responsibility, Component 4e: Growing and Developing Professionally. The plan is considered finalized when both the teacher and principal electronically sign the plan in TalentEd indicating their agreement to the goals and activities for the current school year.

Note: No more than 3 artifacts for the goal will be uploaded to BriteLocker to demonstrate that the learning activity was completed and has been applied to practice. Possible examples: certificate and a lesson plan; screenshot of reflection from training and a student work sample; collaborative lesson plan and individual reflection; notes from book discussion and lesson plan based on book.

Goal 1 – Personal Growth: A learning goal for the teacher that addresses an area of growth or improvement informed by data, student needs, previous evaluation results, and/or self-reflection using the InTASC Learning Progressions in the *VI Teacher Effectiveness Standards*.

Use this model to develop your 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)

VI Teacher Effectiveness Standard:

Standard 9: Professional Learning and Ethical Practice

Choose an Indicator.

Rationale: Why was this goal chosen?

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?

Outcomes: How will the professional learning impact practice and support student growth?

Target Completion Date

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