

ACIS Teacher Appraisal 2014-2015: Completing MidYear Appraisal (Teacher)

Updated January 5, 2015

“Newly hired after 7/1/2011, teachers will be evaluated twice a year. Midyear evaluation will be conducted prior to the end of the first semester. The final evaluation will be conducted prior to the last day of post planning.” Collective Bargaining Agreement 2012-2105 Page 53

Once you have reviewed your MidYear appraisal with your administrator, you can view your evaluation ratings and feed back in the step title MidYear Appraisal.



Step A. *Personnel Status Information*: This section is completed by your administrator

Administrator's Name:	<input type="text"/>
Year:	2014-2015
Teaching Assignment:	Default District: **Temporary Training Site
Employee Status:	Newly Hired
A. Adheres to PPC Code of Ethics 6B.1.001 Administrative Rules, State Board of Education:	Yes
B. Administrator has reviewed the performance of this teacher's students:	Yes
C. Initial planning conference held and Professional Development Plan created:	Yes

Step B. *MidYear Appraisal*: This section is completed by your administrator. Your administrator will first complete your Midyear evaluation and the set up date and time in ACIS to meet, review, and finalize the appraisal.

Your Appraisal is broken down into Domains and Indicators.



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Any indicators where your administrators provided feedback will have an active View Feedback button. Click on the button to view the feedback.

I.B The teacher specialist/instructional coach creates and facilitates a safe environment for teacher learning building trust, encouraging open communication, and providing appropriate feedback.

[View Feedback](#)

Comments

1 **John Doe**
06/20/20
1:15 PM

John Doe reviews student expectations on all assignments. Mr. Doe has posted both class and group procedures. During an observation, Mr. Doe reviewed various levels of feedback in the group setting and included a rubric identifying levels of feedback.

Step C. *MidYear Appraisal Conference:*

This section is completed by your administrator. Your administrator will set up a date and time to review your appraisal

Required Field(s)

Time and Date of Conference: 12 : 15 PM on 01/07/2015 [Reset](#)

Additional Comments: Bring any documentation you would like to share and/or include as a part of your appraisal.
Mr. Principal

[Save](#) [Save & Exit](#) [Cancel](#)

You will receive an email notification with directions to acknowledge the date and time of your MidYear review.

Mid-Year Appraisal Conference Notification Inbox x

ACIS@gm.sbac.edu to me 11:44 AM (0 minutes ago)

Dear **Teacher Name**, **Admin Name** has selected a Date and Time to review your MidYear Appraisal. Go to the MidYear Appraisal-Teacher acceptance step and acknowledge the date and time and Mark Complete. Use the email tool to reschedule if there is a conflict with the date and time selected.

[Click here to access 2014-2015 Appraisal I for Evaluations 2014-2015](#)

DO NOT RESPOND TO THIS NOTIFICATION. USE THE EMAIL TOOL TO COMMUNICATE WITH YOUR ADMINISTRATOR.

Step D. *MidYear Appraisal-Teacher date acceptance:*

Check the box to acknowledge date and time. Your administrator will receive a notification that you have accepted the date and time set up.

Required Field(s)

Date Acknowledgement:




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Step E. *MidYear Appraisal-Teacher acceptance:*

Select yes which means your midyear evaluation has been reviewed with you. *Your acceptance is an acknowledgement and does not necessarily mean you agree with the rating.*

You have the option to attach any documents or provide any comments related to your appraisal. This would be the appropriate place to include any other information you would like to share related to your appraisal.

Appraisal Acknowledged:	Yes ▾	Required Field(s)
Optional Attachments:	 Attach a file	
Teacher Comments:	<input type="text"/>	

If you there are any questions about the appraisal process this document has not answered, check with your administrator.

Any problems you are experiencing in using the only software to complete the process, email ACIIS@gm.sbac.edu

