

WASKOM ISD
PRINCIPAL EVALUATION



NAME Rachael Hawkins

DATE 1-10-12

(1) Exceeds (2) Proficient (3) Below (4) Unsatisfactory

I. SCHOOL CLIMATE

- | | | |
|-----|---|----------|
| 1.1 | Exhibits a positive and caring attitude towards staff, students and parents. | <u>1</u> |
| 1.2 | Has knowledge of the school's mission and involves the staff in decision-making when appropriate. | <u>1</u> |
| 1.3 | Provides recognition for excellence and achievement for staff and students. | <u>1</u> |
| 1.4 | Effectively resolves conflicts in a timely manner. | <u>1</u> |

II. SCHOOL IMPROVEMENT

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|-----|---|----------|
| 2.1 | Is knowledgeable of the effective school correlates and utilizes data to improve the school. | <u>2</u> |
| 2.2 | Demonstrates the ability to periodically review established programs and policies for possible improvement. | <u>1</u> |

III. INSTRUCTIONAL MANAGEMENT

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|-----|--|----------|
| 3.1 | Supports the teaching staff with guidelines and resources necessary to accomplish instructional goals. | <u>1</u> |
| 3.2 | Directs appropriate curriculum reviews and initiates curriculum updates as needed. | <u>2</u> |
| 3.3 | Initiates instructional programs that are related to desired instructional outcomes. | <u>1</u> |
| 3.4 | Is a cooperative and contributory member of the district administrative team. | <u>1</u> |

IV. PERSONNEL MANAGEMENT

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|-----|---|----------|
| 4.1 | Uses the PDAS appropriately and ensures that evaluations comply with all guidelines and reflect staff performance. | <u>2</u> |
| 4.2 | Makes sound and effective personnel recommendations concerning placement, transfer, and contract status. | <u>2</u> |
| 4.3 | Clearly defines expectations for staff performance regarding instructional strategies, classroom management and school/community relations. | <u>1</u> |
| 4.4 | Fosters a professional relationship with staff. | <u>1</u> |

V. ADMINISTRATION & FISCAL

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|-----|--|----------|
| 5.1 | Ensures that required reports are submitted promptly. | <u>1</u> |
| 5.2 | Complies with applicable district policies, state and federal laws, and regulations of the SBOE and TEA in pursuing the mission of the school. | <u>1</u> |
| 5.3 | Works with appropriate personnel in developing a campus budget. | <u>2</u> |
| 5.4 | Manages the school facilities effectively to ensure a clean, orderly and safe campus. | <u>1</u> |
| 5.5 | Maintains accurate records including pupil accounting, textbooks, and capital assets. | <u>1</u> |

VI. STUDENT MANAGEMENT

- | | | |
|-----|---|----------|
| 6.1 | Effectively develops and communicates school guidelines for student conduct to students, staff and parents. | <u>2</u> |
| 6.2 | Ensures that the discipline management plan is applied equitably to all students. | <u>1</u> |
| 6.3 | Resolves problems by successfully conferencing with parents, students and teachers. | <u>1</u> |



VII. SCHOOL/COMMUNITY RELATIONS

- 7.1 Projects a positive image to the community 1
- 7.2 Encourages two-way communication between the school and the community. 1
- 7.3 Provides avenues for parent involvement. 1

VIII. PROFESSIONAL GROWTH & DEVELOPMENT

- 8.1 Seeks workshops/conferences that will provide professional growth opportunities. 1
- 8.2 Encourages staff to seek professional growth strategies that will enhance their abilities. 2

IX. ACADEMIC EXCELLENCE INDICATORS AND CAMPUS PERFORMANCE OBJECTIVES

- 9.1 Initiates instructional and/or teaching updates designed to improve student performance as reflected by TAAS test scores. 1
- 9.2 Provides good student attendance by follow-up action on students with poor attendance and recognizes students with good attendance. 1
- 9.3 Encourages students to enroll in courses that are academically challenging. 2
- 9.4 Inservices teachers to have high expectations for their students. 1
- 9.5 Monitors the percentage of students who fail by grade level and subject, and provides leadership in developing remediation activities. 1

What specific recommendations do you have for the administrator to improve his/her performance?

Rachael Hawkins is very assertive and organized. Excellent use of people skills in working with the staff & parents. Great relationship with the students. Continue to stay up to date on all the new material on the state & federal level.

RECOMMENDATION

- Recommended for extension of contract
- Not recommended for extension of contract

Jimmy E. Cox 1-10-12
SUPERINTENDENT DATE

I understand that my signature does not necessarily mean I agree with the evaluation.

Rachael Hawkins 1-10-12
PRINCIPAL DATE