



West Windsor-Plainsboro
Annual Instructional Specialist Reflection
 2010-2011

Specialist: _____	Subject or Grade: _____
School(s): _____	Content Area: _____

Professional Responsibilities:	
4a. Reflects on teaching.	
Description:	
Evidence:	
4b. Maintains accurate records.	
Description:	
Evidence:	
4c. Communicates with families.	
Description:	
Evidence:	
4d. Participates in a professional community.	
Description:	
Evidence:	
4e. Grows and develops professionally.	
Description:	
Evidence:	
4f. Demonstrates professionalism.	
Description:	
Evidence:	

Mission Statement: *Valuing our tradition of excellence, develop all of our students as passionate, confident, lifelong learners who have competence and strength of character to realize their aspirations and thoughtfully contribute to a diverse and changing world.*

Planning and Preparation:	
1a: Demonstrating knowledge of current trends in specialty area and professional development	
Description:	
Evidence:	
Comments:	
1b: Demonstrating knowledge of the school's program and levels of teacher skill in delivering that program	
Description:	
Evidence:	
Comments:	
1c: Establishing goals for the instructional support program appropriate to the setting and the teachers served	
Description:	
Evidence:	
Comments:	
1d: Demonstrating knowledge of resources, both within and beyond the school and district	
Description:	
Evidence:	
Comments:	
1e: Planning the instructional support program, integrated with the overall school program	
Description:	
Evidence:	
Comments:	
1f: Developing a plan to evaluate the instructional support program	
Description:	
Evidence:	
Comments:	

Environment:	
2a: Creating an environment of trust and respect	
Description:	
Evidence:	
Comments:	
2b: Establishing a culture for ongoing instructional improvement	
Description:	
Evidence:	
Comments:	
2c: Establishing clear procedures for teachers to gain access to instructional support	
Description:	
Evidence:	

Comments:	
2d: Establishing and maintaining norms of behavior for professional interactions	
Description:	
Evidence:	
Comments:	
2e: Organizing physical space for workshops or training	
Description:	
Evidence:	
Comments:	

Delivery of Service:	
3a: Collaborating with teachers in the design of instructional units and lessons	
Description:	
Evidence:	
Comments:	
3b: Engaging teachers in learning new instructional skills	
Description:	
Evidence:	
Comments:	
3c: Sharing expertise with staff. This could include teaching model lessons, presenting workshops, and facilitating study groups.	
Description:	
Evidence:	
Comments:	
3d: Locating resources for teachers to support instructional improvement	
Description:	
Evidence:	
Comments:	
3e: Demonstrating flexibility and responsiveness	
Description:	
Evidence:	
Comments:	

Additional Comments: