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#### Monroe 2-Orleans BOCES

**ANNUAL PROFESSIONAL PERFORMANCE REVIEW FORM:**

#### DIRECTED PROCESS

Staff Member:       Position:

Evaluator:

School year:

***I. Initial APPR Conference Date:***

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| --- |
| a) Employee status (please check one) Non-tenured/probationary  Directed tenured/permanent |
| b) Outline process |
| c) Review rubric |
| d) Review previous year’s performance data (if available) |
| e) Create or review/modify performance/learning goal(s) aligned to rubric:       |
| f) Identify professional development (related to performance/learning goals):       |
| g) Activities to meet goal(s): (Must indicate how activities relate to performance/learning goal(s) and rubric):       |
| h) Evaluation of Evidence of Activities: (How will you know progress was made or goals were met?)       |

### *II. Final APPR Conference Date*

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| a) Discuss progress toward identified performance/learning goal(s):       |
| b) Areas of strength:       |
| c) Areas for growth:       |
| d) Set goal(s) for next year:       |

Evaluator’s signature: Date:

Staff member’s signature: Date:

Distribution: Personnel File

 Supervisor

 Employee