

FIELD OBSERVATION PARTICIPATION

Levels:	Proficient	Competent	Developing
Criteria:			
PROFESSIONALISM Timeliness	Arrives prior to designated time and remains as needed until task is complete	Arrives on time and remains as expected	Frequently late and/or leaves early
PROFESSIONALISM Attendance	Attends regularly; volunteers to attend beyond required time	Attends regularly as scheduled; makes up time missed	Does not attend as scheduled; may or may not notify teacher
PROFESSIONALISM Appearance and Dress	Consistently dresses in a professional manner, is well-groomed and demonstrates an understanding of appropriate dress	Generally dresses appropriately for the school environment and is generally well-groomed	Dresses inappropriately for the school environment and is poorly groomed
PROFESSIONALISM Poise/Attitude	Self assured, always displays appropriate behavior; willing attitude at all times	Generally self-confident, courteous; displays attitude that is positive and agreeable	Shows little self-confidence; displays a critical or negative attitude; demonstrates inappropriate behaviors
PROFESSIONALISM Initiative	Eager to participate; makes suggestions and is inquisitive; takes on added responsibility	Demonstrates enthusiasm for students; curriculum, and teaching; volunteers for tasks; asks questions	Exhibits little energy or enthusiasm; seldom volunteers for tasks

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PROFESSIONALISM	_____ Keeps all school	_____ When necessary,	_____ Talk
Confidentiality	matters confidential	talks appropriately with	inappropriately to
<u>ACEI 5.1</u>	and refrains from	other professionals	others concerning
	discussing with anyone	concerning students;	students and school;
	outside of school;	maintains confidentiality	lacks respect for
	holds high regard for	on school matters	confidential matters
	confidentiality		
TEACHING QUALITIES	_____ Establishes a	_____ Displays sensitivity	_____ Appears
Sensitive to	warmth and caring for	and acceptance of	unaware of student
Diversity	all students; listens to	diverse backgrounds and	differences; relates
<u>ACEI 3.2</u>	students; learns	abilities of all students	to some students in
	students' names		a negative, deameaning
			or sarcastic manner;
			shows favoritism
RELATIONSHIPS	_____ Consistently	_____ Demonstrates an	_____ Demonstrates
WTH OTHERS	works with faculty and	ability and willingness	an unwillingness for
Cooperation	staff to create an	to work cooperatively	compromise and
<u>ACEI 5.2</u>	optimal learning	wth faculty and staff	collaboration when
	environment for		working with faculty
	students		and staff
RELATIONSHIPS	_____ Solicits feedback	_____ Accepts constructive	_____ Rejects or
WTH OTHERS	about performance	feedback and responds	ignores constructive
Responsive to	and consistently	appropriately	feedback
feedback	refines practice		
RELATIONSHIPS	_____ Consistently	_____ Demonstrates an	_____ Exhibits little
WITH OTHERS	communicates and	ability to communicate	respect when
Rapport	interacts effectively	and interact effectively	communicating or
<u>ACEI 5.2</u>	and professionally with	and professionally with	interacting with
	students, faculty, and	students, faculty, and	students, faculty,
	staff; establishes a	staff	or staff
	positive rapport;		
	exhibits caring and respect		

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