

TEACHER PROFESSIONAL PORTFOLIO PLAN

NAME: _____ SUPERVISOR: _____
 PROGRAM: _____ POSITION: _____
 CONTENT AREA: _____ DEPARTMENT: _____

*This professional portfolio plan must be submitted to your supervisor at the **beginning of the year** meeting by **November 1**. The purpose of the portfolio will be mutually agreed upon by the teacher and supervisor. A mid-year check in meeting will occur between the teacher and their supervisor to review progress to date, provide input and feedback and to share resources and discuss any questions that may arise by **January 31**. This meeting will be non-evaluative. **By June 1**, the teacher will submit their portfolio to their supervisor. At the **end-of-year meeting**, the supervisor will review the portfolio and provide a rating to the teacher for the professional portfolio.*

Purpose of the Portfolio

NYS Teaching Standards to be evaluated by the professional portfolio are both Standard 6: Professional Responsibilities & Collaboration and Standard 7: Professional Growth.

Identify the NYS Teaching Standards to be addressed in your portfolio. Please check any NYS Teaching Standards that will be addressed.

☐	Standard 1: Knowledge of Students & Student Learning	☐	Standard 4: Learning Environment
☐	Standard 2: Knowledge of Content & Instructional Planning	☐	Standard 5: Assessment for Student Learning
☐	Standard 3: Instructional Practice		

Steps to be Implemented

Work to be Submitted as Evidence of Success

Signature of Employee

Date

Signature of Supervisor

Date