

Mentee: \_\_\_\_\_ Mentor: \_\_\_\_\_ Date of Observation: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

### Classroom Performance Indicator- Dimension 4: Assessment

(This document is non evaluative and should be used by school based mentors to collect data during classroom observation; it is recommended mentors focus on no more than 2 elements during a single observation)

#### Element 3: Communicates assessment data to students and parents

| √ | Examples of Indicator   | Observable Evidence |
|---|---|---------------------|
|   | Electronic grading is up to date and assignments are posted   |                     |
|   | Parent conferences held regularly to share assessment data  |                     |
|   | Uses technology to communicate with parents in a timely manner, including sharing academic standards and expectations   |                     |
|   | <b>Maintains frequent two-way communication with students and parents (email, phone, skype, student-led conferences) to share assessment information and student progress</b> |                     |
|   | <b>Provides information about standards and expectations in parent friendly language</b>  |                     |

Action Indicator:  
C or M

Key: Place a “√” in the box if the example of the indicator was observed. Then follow up by documenting the evidence of the indicator. Those in bold align with distinguished professional practices within this element. In the box, write “C” for Continuing in the Formative Process or “M” for Mastery