

## Structured Interview

Teacher Name \_\_\_\_\_ Employee ID No. \_\_\_\_\_

School \_\_\_\_\_ Evaluation Year \_\_\_\_\_

Grade/Subject \_\_\_\_\_

*Directions: Evaluators may select one or two questions listed below or create questions of their own pertaining to each standard. Space is provided at the end of the form for teacher responses to each question. Evaluators shall provide written feedback on the last page.*

### **Professional Knowledge**

*The teacher demonstrates an understanding of the curriculum, subject content, and the developmental needs of students by providing relevant learning experiences.*

- Explain your understanding of standards-based teaching and learning.
- What are your expectations and the appropriate learning outcomes for the grade level/subject matter you teach?
- Please explain the process used to identify appropriate resources to support instruction.
- What are some of the ways that you have added relevance to the curriculum and helped students make real-world connections?
- Explain how you have taught a complex concept this year.
- How do you decide which instructional strategy to employ?
- Describe an instructional strategy or skill that you have sharpened or added to your toolbox this year.
- How do you use diagnostic data to inform instruction?
- How have you worked to expand your understanding of the issues in your content area this year?
- Provide an example of a research-based strategy that you have used successfully to engage students.
- How do you address the needs of various learners in a classroom?

### **Instructional Planning**

*The teacher plans using the Virginia Standards of Learning, the school's curriculum, effective strategies, resources, and data to meet the needs of all students.*

- How have you applied your knowledge of POS, SOL, AP, or IB objectives to the planning, implementation, and assessment of instructional program?
- Describe the factors you consider and the methods you use to formulate objectives.
- Describe your time management and organizational strategies.
- Based on current assessment data, what long- and short-term objectives have you formulated for students this year?
- How do you work cooperatively with appropriate school personnel to assist students in reaching their goals?

## Structured Interview (Continued )

### **Instructional Delivery**

*The teacher effectively engages students by using a variety of instructional strategies in order to meet individual learning needs.*

- Describe your efforts to master and support the POS and SOLs in your field.
- How do you differentiate instruction to meet the diverse needs of your students?
- Describe how you relate curriculum in a meaningful manner and provide opportunities for students to make real-world connections from their learning.
- Given your current student population, describe your presentation modes for introducing new material.
- How do you help students learn how to use effective collaboration and communication skills in learning situations?
- Describe how you work with administrators and colleagues to identify instructional needs and concerns.
- Describe how you create, select, adapt, access, and/or organize materials and equipment to facilitate learning.
- Describe any curriculum or multi-media materials you have utilized and explain the instructional impact.
- How do you encourage students to develop problem-solving and independent thinking?
- What methods do you use to solicit comments, questions, examples, and other contributions from students throughout lessons?

### **Assessment of and for Student Learning**

*The teacher systematically gathers, analyzes, and uses relevant data to measure student academic progress, guide instructional content and delivery methods, and provide timely feedback to both students and parents throughout the school year.*

- How have you used standardized test results and informal assessment to make decisions about instruction?
- What assessment strategies do you use to determine changes needed in your instructional delivery?
- How do you use assessment data to reteach and remediate to meet individual needs?
- How do you modify assessment strategies to meet the needs of diverse learners?
- Outline your use of technology to track student performance.
- Describe how you assess individual and group needs and how you prescribe appropriate strategies to meet those needs.
- Describe your record-keeping procedures.

### **Learning Environment**

*The teacher uses resources, routines, and procedures to provide a respectful, positive, safe, student-centered environment that is conducive to learning.*

- How do you communicate lesson objectives?
- How have you established and communicated clear expectations for student behavior to both students and their parents?
- Describe how you managed a disruptive situation that occurred.
- How do you establish and manage classroom procedures to maximize academic learning time?
- How do you use ongoing, mid-lesson assessment to monitor effectiveness of instruction?
- How do you ensure active student participation in your lessons?
- How do you communicate high expectations for student behavior?
- How do you provide opportunities for success and meaningful positive recognition?

## Structured Interview (Continued)

### Professionalism

*The teacher maintains a commitment to professional ethics, communicates effectively, and takes responsibility for and participates in professional growth that results in enhanced student learning.*

- *How have you participated actively and constructively in the development of your academic program and implementation of schoolwide goals?*
- *How have you shared your expertise and new ideas with colleagues?*
- *How do you provide additional opportunities for students to receive academic assistance?*
- *Describe your participation in staff development opportunities.*
- *How do you ensure consistent communication with students, staff, parents, and the community?*
- *Describe how you handled a difficult human relations or communication problem.*
- *How do you promote positive home/school relationships?*
- *Describe your professional growth activities since your last evaluation.*
- *How do you engage in on-going self-assessment?*
- *Describe any opportunities you have had to serve as a collaborator, mentor, coach, presenter, or researcher to foster the development of teachers.*
- *What steps have you taken to maintain proper licensure?*

### Student Academic Progress

*The work of the teacher results in acceptable, measurable, and appropriate student academic progress.*

- *Describe your process for setting achievement goals for your students.*
- *What factors are considered when you set achievement goals for your students?*
- *How do you document the progress of each of your students throughout the school year?*
- *How do you use performance outcome data to develop interim learning targets?*
- *How did your students' results at midyear compare with the expectations you had at the beginning of the year?*
- *How have you used benchmarks and exemplars this year in your classroom to help student mastery of standards?*
- *Discuss the links between student data and grouping practices.*
- *How will your instruction change as a result of student learning data gleaned from this year's results?*
- *How has student achievement goal setting informed your teaching knowledge and instructional strategy use?*
- *How does monitoring goal implementation affect teaching strategies, grouping practices, and assessment results?*
- *How might instructional strategy choice affect student achievement of academic goals?*
- *How do you go about gathering data or information about students to tailor their learning?*
- *Describe the various types of assessment data you use to inform your instruction so that all students achieve.*

Teacher response

## Structured Interview (Continued )

Teacher Name \_\_\_\_\_ Employee ID No. \_\_\_\_\_

Teacher response

## Structured Interview (Continued)

Teacher Name \_\_\_\_\_ Employee ID No. \_\_\_\_\_

Evaluator comments

Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_

Evaluator Printed Name \_\_\_\_\_

Evaluator Signature \_\_\_\_\_ Date \_\_\_\_\_