# Annual Summary Conference Form

# **For Teachers Receiving a Median Student Growth Percentile (mSGP) Score**

| **Date** | **Name** | **School** | **Assignment** | **Years in District** | **Tenured (Y/N)** |
| --- | --- | --- | --- | --- | --- |
|  |  | . | . | . | .  |

| **Practice Score****(55%)** | **SGO Score\*****(15%)** | **mSGP Score****(30%)** | **Summative Rating** |
| --- | --- | --- | --- |
| . | . | . | . |

 

| Fill these boxes when mSGP scores are released from NJDOE |
| --- |

\*Average score if two SGOs used

**Guidelines for Conference Discussion**

**Practice**

Using documentation (observation reports, teacher reflection, etc.) and citing specific evidence, identify and discuss:

* 1-3 areas of strength
* 1-3 areas for improvement

**Student Growth Objectives**

Using completed SGO forms and supporting documentation (assessment results, etc.), discuss:

* Successes and challenges of SGO process
* Lessons from SGOs about teaching and student learning
* Steps to improve SGOs for next year

**Professional Development Plan (PDP)**

Using the current PDP, discuss strategies for improving performance next year, such as:

* Successes and challenges on this year’s PDP
* Areas of professional development linked to information from evaluation
* Components and implementation of a Corrective Action Plan (CAP) where warranted

**Median Student Growth Percentile**

Use mSGP scores to discuss implications on summative evaluation and future professional goals

* Relationship between mSGP scores and other components of evaluation
* Impact of score for current observation scores and student achievement measures
* Implications of these data and summative evaluation for current PDP

**Name Signature Date**

**Teacher ­­­­­­­­­­­­­­­­­­**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Educator** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Recommended for rehire (non-tenured)
* Recommended for continued employment (tenured)
* Placed on Corrective Action Plan

**Optional Form from the New Jersey Department of Education (10-18)**