

**AUBURN SCHOOL DISTRICT NO. 408
PROFESSIONAL GROWTH FORM**

First meeting: _____

Second meeting: _____

Summary meeting: _____

To be completed by the employee and evaluator:

Employee: _____ Grade/Subject(s): _____ Year: _____

Supervisor: _____ School: _____

Meeting #1:

Goals: Record the mutually developed professional growth goals, specific strategies to reach these goals, and specify the indicators of progress below. (Update of progress to be completed at second meeting.)

Signatures below confirm concurrence with above plan

Employee Name (please print)

Employee Signature

Date

Supervisor's Signature

Meeting #2:

Report of Progress on goals and targets agreed upon in meeting #1 above.

Employee Signature

Supervisor's Signature

Meeting #3:

Summary of year's progress (to be completed by the employee and evaluator at final meeting):

Comments (to be completed by the evaluator):

Employee Signature

Supervisor's Signature