

Responsible:

Building:

Task:

The Professional Growth Plan (PGP) is a required measure of the evaluation process. This reflection form is completed by the employee and shared with the supervisor through TalentEd after learning activities have been completed and implemented.

Goal 1-Personal Growth (copy and paste your goal from Evaluation Planning Form

required

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How did you use the requested supports to complete the activity and achieve you goal? (if no support were needed, please indicate that.)

required

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What new knowledge and skills have you acquired, and how much time and effort were needed for this activity?

required

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How and when did you implement your learning? If you have shared your learning with colleagues, describe how.

required

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How has the learning impacted your practice? How might this experience influence your future learning? required

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Goal 2 - Collaborative Learning (copy and paste your goal from Evaluation Planning Form) required

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How did you use the requested supports to complete the activity and achieve your goal? (If no support were needed, please indicate that.) required

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What new knowledge and skills have you acquired, and how much time and effort were needed for this activity? required

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How did you collaborate around this goal with colleagues? required

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How and when did you implement your learning? required

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How has the learning impacted your practice? How might this experience influence your future learning? required

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Artifact Review

The SPED administrator uploads artifacts as PDFs to BriteLocker and completes the **Reflection on Artifact Review Form** in TalentEd **PRIOR** to the **Artifact Review Meeting**. During the meeting, the SPED administrator and director discuss how the artifacts collected provide evidence of the SPED administrator’s performance on the essential practices of the **USVI Performance Evaluation Framework for Special Education Administrators**.

Artifact 1 Indicator: required

Choose an item

Description of artifacts for the indicator: required

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How do the artifact reflect SPED administrator leadership related to this practice and indicator? required

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Artifact 2 Indicator: required

Choose an item.

Description of artifacts for the indicator: required

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How do the artifacts reflect SPED administrator leadership related to this practice and indicator? required

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Artifact 3 Indicator: required

Description of artifacts for the indicator: required

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How do the artifacts reflect SPED administrator leadership related to this practice and indicator? required

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Attachment #1

No file chosen

[Delete](#)

Attachment #2

No file chosen

[Delete](#)

Attachment #3

No file chosen

[Delete](#)

If the attachment will not upload properly, [click here](#) to try the alternate version.

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