



Directions For: Creating Your Growth Plan

Step 1: Click on “Evaluations” tab to access the growth plan. Then click on “Growth Plan” in the drop down menu. Then, click on the green box that is labeled “Set My Growth Plan”.

The screenshot shows the Pivot system interface. At the top, there is a navigation bar with tabs: DATA WAREHOUSE, CURRICULUM MAPPING, INTERVENTIONS, DAILY ASSESSMENTS, and EVALUATIONS. The EVALUATIONS tab is selected. Below the navigation bar, there is a message: "As a Teacher you can create your Growth Plan by clicking on the 'Set My Growth Plan' button below. You'll then fill out the Growth Plan form and submit for approval from your evaluators." Below this message is a "Filters" section with a "School Year" dropdown menu set to "2016-2017". Below the filters is a section titled "My Growth Plan's (2016-2017)" which contains a green button labeled "SET MY GROWTH PLAN". Below the button is a table with the following columns: Action, Date, Teacher, Plan Name, School Year, and Status.

Action	Date	Teacher	Plan Name	School Year	Status
	06/09/2016 2:05pm	Henry Pierce	Rebecca Reed	2016-2017	Not Finished
	06/09/2016 2:05pm	Henry Pierce	Anna Austin	2016-2017	Not Finished
	06/09/2016 2:05pm	Henry Pierce	Kelle Ransler	2016-2017	Not Finished
	06/13/2016 12:51pm	Henry Pierce	MW growth plan	2016-2017	Not Finished
	07/26/2016 10:05am	Henry Pierce	Professional Growth Plan	2016-2017	Pending Approval
	08/03/2016 11:44am	Henry Pierce	Bryan Zocher 1617 growth plan	2016-2017	Not Finished
	08/19/2016 1:33pm	Henry Pierce	My Growth Plan	2016-2017	Not Finished
	08/22/2016 1:24pm	Henry Pierce	HP SEM 1 Growth plan	2016-2017	Not Finished
	08/30/2016 11:28pm	Henry Pierce	2016-2017 AMP	2016-2017	Not Finished

Click on “Evaluations” tab to access the growth plan. Then click on “Growth Plan” in the drop down menu. This is the screen that will appear.

Then, click on box to select the new school year.

Then, click on the green box that is labeled “Set My Growth Plan”.

Step 2: Start to complete the different sections to communicate your areas of focus.

In the areas of focus section, click on the drop down menu to select the dimension and indicator. You can add additional goals and areas of focus. Select an option at the bottom of the screen to move forward or close out the session.

Teachers, in collaboration with the evaluator, will determine:

- 1 area of focus in the Purpose Dimension.
- 1 area of focus in the Assessment Dimension.
- 1 area of focus in a dimension of the teacher's choice or building administration. Communicate with your building administration.

****The Professional Collaboration and Communication Dimension cannot be selected.**

Growth Plan Information

Growth Plan Name:

Teacher: Henry Pierce

School Year: 2016-2017

Growth Plan General Comments:

Start Date:

End Date:

Summarize your growth plan in this area.

Area Of Focus REMOVE

Rubric: 5D+™ Rubric for Instructional Growth and Teacher Evaluation v.3

Dimension: Purpose

Indicator: 1.P.1 Learning target(s) connected to standards

Comments:

Area of Focus Box: In the areas of focus section, click on the drop down menu to select the dimension and indicator.

Select:

- *1 area of focus in the Purpose Dimension.
- *1 area of focus in the Assessment Dimension.
- *1 area of focus in a dimension of the teacher's choice or building administration

Goal REMOVE

Start Date:

End Date:

Goal:

Action Steps: Action 1 -
Action 2 -

Evidence of Achievement: This section will be reviewed in by the Teacher when Growth Plan has been Approved.

ADD ANOTHER GOAL ADD ANOTHER AREA OF FOCUS

CANCEL SAVE & FINISH LATER SAVE & REQUEST APPROVAL

This is the student growth goal box. Summarize your student growth goal in this area.

You can add additional goals and areas of focus.

Select an option at the bottom of the screen to move forward or close out the session.