**Concurrent Enrollment High School Teacher Review**

The purpose of this review is to promote professional development for high school teachers teaching CE courses and ensure quality in CE HS courses. This form is to be used in conjunction with CE Classroom Observation Form and CE High School Teacher Self-Evaluation Form (in the Snow College Concurrent Enrollment Faculty Handbook).

Notes:

* All CE HS teachers should be reviewed annually.
* CE HS teachers should complete a self-evaluation (CE High School Teacher Self-Evaluation Form) yearly.
* Department chairs or CE liaisons should complete the review, but classroom observations should be assigned (when possible) to members of the department.
* Course Evaluations should be reviewed carefully by the CE teacher and by the department reviewer.
* Each annual evaluation should consider classroom observation, course evaluations, and obligations outlined in teacher agreement.
* Forward all review documents (including classroom observation forms) to the college CE Director to be kept on file.

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| **Teacher Name** | **Reviewer Name** | **Date** |

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|  | **Exceeds Expectation** | **Meets Expectation** | **Needs Improvement** |
| **1. Meets expectations as outlined in the CE teacher agreement.** |  |   |  |
| *Comments:* |
| **2. Uses the master course syllabus and abides by department expectations/requirements for the course, etc.** |  |  |  |
| *Comments:* |
| **3. Submits final grades and signature assignments for assessment (when requested) by college deadlines.** |  |  |  |
| *Comments:* |
|  | **Exceeds Expectation** | **Meets Expectation** | **Needs Improvement** |
| **4. Has students complete course evaluations, reviews evaluations, and uses that feedback to improve teaching.** |  |  |  |
| *Comments:* |
| **5. Cooperates with college department on observations, curriculum development, etc.** |  |  |  |
| *Comments:* |
| **6. Develops and refreshes course with college-level rigor (including engagement and inquiry) in mind.** |  |  |  |
| *Comments:* |
| **7. Participates in professional development and training opportunities provided by the college when available.**  |  |  |  |
| *Comments:* |
| **8. Uses feedback from course observations, college reviews, etc., to develop teaching.**  |  |  |  |
| *Comments:* |
| *Additional Comments:* |

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| **HS Teacher Name** |  | **HS Teacher Signature** |  | **Date** |
|  |  |  |  |  |
| **Department Reviewer Name** |  | **Department Reviewer Signature** |  | **Date** |