






Friday, December 10, 2004 2:37:54 PM

Message

From:  Cindy Kruglak  
Subject: Re: Fwd: some Feedback on Jenn Lloyd  
To:  abiggins@gwu.edu  
Cc:  Jennifer A. Lloyd

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Dear Anne,

I've listed some comments below each of the standards you sent me. I hope this helps. I am quite pleased with Jennifer's progress and am very happy she is here. Let me know if I can be of further assistance.

Cindy

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- establishes and maintains professional relationships
- coordinates learning activities with colleagues
- seeks opportunities to enhance instructional practices through research, workshops, course work, professional organizations, curriculum and other specialists

Jennifer is constantly interacting with her colleagues. She often plans together with other teachers in her grade level and also shares her ideas as well. She suggested a new activity for the research unit in the 9th grade that she had read in a professional journal and all the other 9th grade teachers were eager to try it. The feedback was that the activity worked quite well.

She has also shared information with the department. I was looking for a list of verbs to help teachers write mastery objectives and Jennifer provided me with that list.

She attends weekly dept. meetings as well as 9th grade team meetings. In addition, she is teaching a select group of PAPA (Pre AP Academy) students and is required to meet occasionally with the PAPA coordinator as well as the other PAPA teachers. This does not take into account parent conferences or the New Teacher Committee.

She attends curriculum trainings when they are offered. In fact, since it is not a common occurrence for a GW program student to attend trainings,

there was no provision to pay Jennifer her stipend for attending.

Jennifer consistently asks for feedback and it is very obvious that she wants to continue enhancing her skills as a teacher. She will often invite me into her classroom to observe a particular aspect of her teaching in order to receive suggestions. I believe that shows a high level of confidence.

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- communicates with parents/guardians
- meets professional obligations in a timely fashion; gets paper work and reports in on time; starts class on time; infrequent absences; conscientiously attends to school duties
- demonstrates understanding of department, school and district goals and objectives.

Jennifer often calls parents to inform them of their child's progress. She takes an active role in the department as well as in the school and I consider her to be an asset to our department. She has attended school regularly since she started teaching here last spring. There are no issues with Jennifer completing her professional duties in a timely fashion.

Your thoughts do not have to be in any format...bullets are fine. I am just grateful for any input you have. I think Jenn has worked hard and I want to reflect as much as I can in my final evaluation of her.

Thanks again for your input at this very busy time.

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