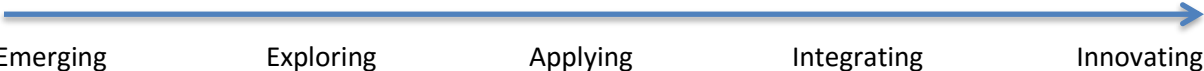

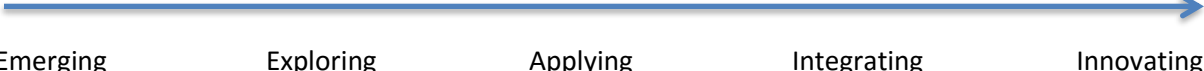




**BOULDER VALLEY SCHOOL DISTRICT
Self-Reflection for Classified Employees**

This self-reflection was developed as a tool for goal setting. The self-reflection will help you to identify and prioritize a professional goal and personalized professional development plan for this school year. Begin by reading the standards and elements and reflect on how your work relates to each element. Mark your individual level of skill on the scale for each element and use the descriptors below to guide your self-reflection.



Emerging	Exploring	Applying	Integrating	Innovating
Emerging indicates that a classified employee is just beginning in their journey to mastery in this area.	Exploring indicates that a classified employee is “trying out” parts of this element and demonstrates knowledge of this element occasionally.	Applying indicates that this element has been implemented and is a part of a classified employee’s practice.	Integrating indicates that this element is routinely present in a classified employee’s practice.	Innovating indicates that a classified employee has taken this element to the next level and made it their own. The classified employee maximizes and embraces opportunities for new extensions in this area.

Standard I: TALENT - Strengths, skills, knowledge, attitude that employees contribute to their work



Elements	
A - Job Knowledge: Employee has job knowledge required to carry out the duties and responsibilities of the position	
B - Professionalism: Employee demonstrates actions, behavior, and ethics that directly or indirectly support the operations of the District	
C - Job Performance: Quality of an employee’s performance with respect to job responsibilities	
D - Communication: The employee demonstrates effective communication skills	
E - Diversity: The employee values and promotes a safe, inclusive, and respectful work environment	

	Emerging	Exploring	Applying	Integrating	Innovating
--	----------	-----------	----------	-------------	------------

STANDARD II: LEARNING - Cultivating/growing the talent that employees brings to their work

Elements	
A - Continuous Improvement and/or Compliance: The employee achieves job qualifications, remains qualified and/or certified, and commits to being a continuous learner to carry out the duties of the position	 Emerging Exploring Applying Integrating Innovating
B - Professional Growth: The employee actively collaborates in developing a personalized learning plan and participates in related professional learning opportunities	 Emerging Exploring Applying Integrating Innovating

Standard III: PARTNERSHIPS - Develop and foster collaborative relationships with schools, departments, other district groups, and community that enhance the work of the district

Elements	
A - Interpersonal Teamwork Skills: The employee demonstrates effective and respectful interpersonal skills while working in a team environment	 Emerging Exploring Applying Integrating Innovating
B - District and Community Relations: The employee builds and maintains supportive relationships and partnerships with schools/departments and community	 Emerging Exploring Applying Integrating Innovating

Priority Growth Area and Goal Setting

Review the areas of growth identified above in the self-reflection.


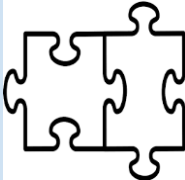
Based on the above self-reflection and consider some of the sources listed below, choose one standard/element to focus on as a priority growth area.

- previous evaluation
- conversations with your supervisor
- conversations with colleagues
- other



Goal Setting

Current State

Specific	Relevant	To further define your chosen priority growth goal, describe your current practice in the area of this element. What do you do? What does this look like in your work? Other?
-----------------	-----------------	---

		
---	---	--

Desired State and Plan of Action

<p>Specific</p> 	<p>Attainable</p> 	<p>Choosing this element as your priority growth goal will result in change in your practice. Describe what that change will be. What will you do? What will it look like in your work? Other?</p>
--	--	--

Optional Additional Goals:

--