



Use the link on the Teachers' Portal  
or just [click here](#) to logon to the  
system

Enter your regular Windows login  
username and password here

A login form titled "Log In" with a blue header. It contains two input fields: "User Name:" and "Password:". The "User Name:" field has a red asterisk to its right. Below the "Password:" field is a "Log In" button. An arrow points from the blue text box on the left to the "Log In" button.

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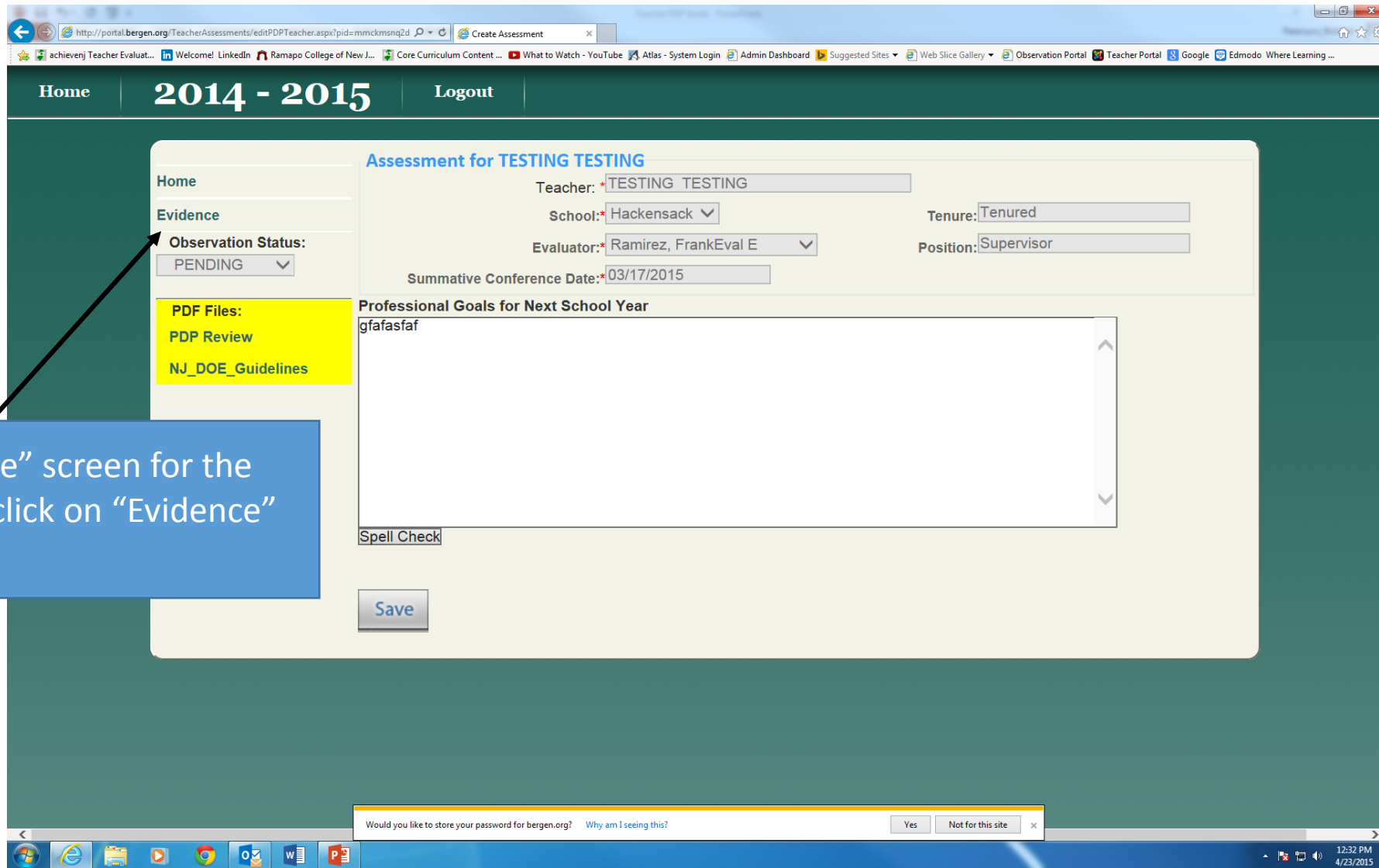
SGO | PDP

Teacher: TESTING TESTING

	ID	Type	Status	ObservationDate	Evaluator
<a href="#">EDIT</a>	<a href="#">7905</a>	SGO	PENDING	Aug 25, 2014	FrankEval Ramirez
<a href="#">EDIT</a>	<a href="#">7906</a>	SGO	APPROVED	Aug 25, 2014	FrankEval Ramirez

Would you like to store your password for bergen.org? Why am I seeing this? Yes Not for this site

Click the “PDP” button at the top center of the page



This is the “Home” screen for the PDP site. Next, click on “Evidence” here

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Home

Evidence

Observation Status:  
PENDING

PDF Files:  
PDP Review  
NJ\_DOE\_Guidelines

Assessment for TESTING TESTING

Evidence

Evidence:

Show: [All](#) [Assigned](#) [Un-assigned](#)

Save

This is the “Evidence” page that enables teachers to begin to build the non-instructional portion of their summative evaluation for professional responsibilities.

Enter examples (one at a time) here of activities that you engaged in over the course of the year that can serve as evidence of:

- Communicating with families
- Participating in the professional community
- Growing and developing professionally
- Showing professionalism

Go to last slide for a more detailed description of each of these components above

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Assessment for TESTING TESTING

Evidence

Evidence:  Add Spell Check

Show: [All](#) [Assigned](#) [Un-assigned](#)

ID	Evidence List
1.	The teacher developed an Edmodo page to inform parents about due dates and upcoming topics that students will explore. <a href="#">Delete</a>

Selected Questions:

Save

Would you like to store your password for bergen.org? [Why am I seeing this?](#)

12:38 PM 4/23/2015

1. After you have entered each example into the "Evidence" box, you can click on the "Add" button to submit it to your list of examples.

2. Next, click anywhere on the example that you have entered to assign it to a specific component(s).

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Home

Evidence

Observation Status:  
PENDING

PDF Files:  
PDP Review  
NJ\_DOE\_Guidelines

Assessment for TESTING TESTING

Evidence

Evidence: The teacher developed an Edmodo page to inform parents about due dates and upcoming topics that students will explore.

Show: [All](#) [Assigned](#) [Un-assigned](#)

ID	Evidence List
1.	The teacher developed an Edmodo page to inform parents about due dates and upcoming topics that students will explore.

PROFESSIONAL RESPONSIBILITIES

☒ 4C. Communicating with Families.  
☐ 4D. Participating in the Professional Community  
☐ 4E. Growing and Developing Professionally.  
☐ 4F. Showing Professionalism.

Save

Save

Would you like to store your password for bergen.org? [Why am I seeing this?](#) Yes No

Once you have clicked on the example that you have entered, this window will open to allow you to assign it to a specific component(s).

Make sure that click the “Save” button when you are done assigning.

Repeat these steps for each example and all of the four components:

- Communicating with families
- Participating in the professional community
- Growing and developing professionally
- Showing professionalism

In the end, You should have at least one piece of evidence for each component.

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Assessment for TESTING TESTING

Teacher: TESTING TESTING

School: Hackensack

Evaluator: Ramirez, FrankEval E

Summative Conference Date: 03/17/2015

Professional Goals for Next School Year

To participate in professional development experiences on using web-based tools to create experiences for students

Save

PDF Files:  
PDP Review  
NJ\_DOE\_Guidelines

Observation Status: PENDING

Spell Check

Would you like to store your password for bergen.org? Why am I seeing this? Yes No

Once you have finished adding and assigning evidence for each of the non-instructional components, click back to the “Home” screen in the top left and use the “Professional Goals” box here to propose goals for next school year.

Remember to reflect back on progress made towards your professional goals from last school year, feedback received as part of the observation process, and personal goals when drafting this set of new goals for next school year.

Make sure you click the “Save” button when you are done.

# Non-Instructional Components

- **Communicating with families:** List examples of communications, evidence of frequency and knowledge of community characteristics (i.e. cultural backgrounds and post-secondary goals)
- **Participating in the professional community:** List examples of your provision of support and cooperation with colleagues, volunteering to participate in school events and district projects, and making a substantial contribution and/or assuming a leadership role in at least one aspect of school or district life.
- **Growing and developing professionally:** List examples of your professional development activities and/or efforts to conduct action research, solicitation of feedback on practice from both supervisors and colleagues, and/or initiation of important activities to contribute to the profession.
- **Showing professionalism:** List examples of proactive efforts in serving students, particularly those traditionally underserved, concerted efforts to challenge negative attitudes or practices, and/or assumed leadership roles in departmental decision making.