

Mihtatakaw Sipi (Driftpile River) School

P.O Box 240
Driftpile, Alberta T0G 0V0
Phone (780) 355-3615 * Fax (780) 355-2135

May 27th, 2010

Dear: Sir or Madame;

This letter is in regards to **Jo-Ella Stevens** who is an employee for the Mihtatakaw Sipi School in Driftpile First Nation as a full time (1.0) Grade 1/2 Teacher since May 10th, 2010.

The total number of days that Mrs. Stevens worked as an employee for the Mihtatakaw Sipi School will currently be **233 days** (as of June 28th, 2011).

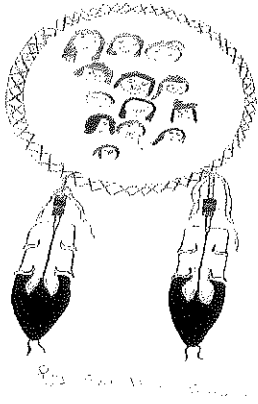
If you would like or need any further information, please contact me at your earliest convenience.

In the Spirit of Education,

Daisy McGee, Principal

School Mission Statement

“Mihtatakaw Sipi School-Teaching the Students of Today; Honoring their Spirit of Tomorrow”



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May 27th, 2010

To whom it may concern:

RE: JOELLA STEVENS – GRADE 1/2 TEACHER

Jo-Ella is currently our Grade 1/2 teacher and I had the opportunity to observe her with a full class of students or with both smaller and larger groups of students. In my observations, I felt she has exceptional skills and attributes necessary to do her job amazingly in whatever task she takes on. She has a very energetic, positive and creative work ethic both with students and as a team player on staff. She is a very respectful and cooperative teacher that works well with both staff and students. She is very well prepared and takes the initiative to research and gather resources to meet the educational needs and special needs for her students. Her plans, assessments and documentation are always very thorough and she continues to consistently keep track of student progress and the work that has done with the students.

On most occasions, Jo-Ella showed her dedication to her position and was prepared and often available or would take initiative for her students and the school by going above and beyond her expectations. She is an active member of the community and has built a very warm and positive rapport with our Elders, parents and youth in the community. She is always willing to take part in staff professional development and is a positive team player.

I would recommend that Jo-Ella receive the highest consideration for any position for which she might apply. I have every confidence she will be a highly effective and positive staff member.

If there are any questions regarding Jo-Ella's performance, please feel free to contact me at (780) 355-3615.

In the Spirit of Education,

Mrs. Daisy McGee
Principal

School Mission Statement

"Mihtatakaw Sipy School will help children to grow and develop spiritually, physically, emotionally and mentally."

Mihtatakaw Sipi School
TEACHER EVALUATION

TEACHER: Jo- Ella Stevens

EX-Exemplary E-Exceeds expectations M-Meets expectations
A-Approaches expectations W-Deficiency warning NA-Not Applicable

PERSONAL CHARACTERISTICS	EX	E	M	A	W	NA
1. Responds positively to constructive criticism			*			
2. Practices punctuality			*			
3. Demonstrates ability to solve problems independently		*				
4. Demonstrates promptness and accuracy in reporting procedures		*				
5. Is available to students at appropriate times		*				

CLASSROOM INSTRUCTION	EX	E	M	A	W	NA
1. Demonstrates current knowledge of curriculum in subject field			*			
2. Expands instruction beyond required curriculum		*				
3. Utilizes information from other disciplines to insure transfer of learning		*				
4. Identifies and teaches to individual capabilities and needs utilizing various learning styles		*				
5. Demonstrates the meaningful use of supplemental materials and aids			*			
6. Assists students with self-management skills			*			
7. Establishes high standards for student achievement			*			
8. Presents assignments clearly and concisely			*			
9. Provides prompt and effective feedback			*			
10. Provides opportunities for one-to-one instruction with students		*				

CLASSROOM MANAGEMENT	EX	E	M	A	W	NA
1. Utilizes appropriate classroom rules and procedures		*				
2. Is consistently aware of student activity		*				
3. Engages all students in the activities where appropriate		*				
4. Deals with classroom incidents and emergencies effectively	*					
5. Establishes a schedule but remains flexible			*			
6. Generates an enthusiasm for learning	*					
7. Maintains a neat, orderly, physical environment conducive to learning		*				
8. Instills a sense of pride and responsibility for surroundings		*				
9. Manages discipline problems in accordance with school regulations and legal requirements		*				
10. Handles student problems fairly and consistently		*				

Mihtatakaw Sipi School
TEACHER EVALUATION

PARENT/COMMUNITY RELATIONS	EX	E	M	A	W	NA
1. Develops positive professional relationships with students	*					
2. Demonstrates cooperation with staff and/or administration	*					
3. Communicates student progress effectively and appropriately with parents.		*				
4. Communicates effectively and appropriately with administration		*				
5. Informs administration of appropriate school related issues.		*				

Evaluator's comments (Optional)

Miss Stevens is an extraordinary teacher and an asset to our school. She has a very challenging classroom and has tremendously improved the behavior of her students. She is incredibly professional and passionate about her position. She has developed a great relationship with our parents and community through her enthusiasm, participation and positive behavior. She is hard-working and energetic and her creativity has strengthened the success of her classroom, our school and our community.

Teacher's comments (Optional)

This evaluation has been conducted and conference(s) pertaining to the evaluation have been held. The signatures below verify the evaluation and conference(s) and are in full agreement by both Principal and Teacher.

Principal Signature Daisy m See Date 04-28-11

Teacher Signature J Stevens Date 04-28-11

Official File Copy

Administrator Copy

Teacher Copy

Spring, 2011