

Mid-Year Check-In Form

During the Mid-Year Check-In meeting, the principal and teacher discuss progress to date on the Teacher Portfolio and completing the professional learning activities on the Teacher Professional Growth Plan (TPGP). Challenges are discussed along with possible solutions. It is also a good time to discuss and schedule dates for the 2nd teacher observation, including the pre- and post-observation conferences.

The **principal completes the Mid-Year Check-In Form**, documenting any changes or adjustments to the Teacher Portfolio and/or the TPGP. The form is submitted in TalentEd by the principal and available for review by the teacher.

Progress on Artifact Collection

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Progress on TPGP Goals

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Challenges

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Solutions/Adjustments Needed

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Recommended Support/Assistance

Other Comments