

## ATTACHMENT H

### TEACHER ASSISTANCE PLAN IMPLEMENTATION

#### I. IMPLEMENTATION STEPS

The Teacher Assistance Plan is to be prepared by the principal/designee in collaboration with the instructional employee. It is designed to aid the employee in improving effectiveness for targeted areas. A teacher assistance plan may be written at any time.

A. INSTRUCTIONAL PERSONNEL IMPROVEMENT OBJECTIVES:

This section is to clearly state the areas for improvement to be addressed by the employee.

B. PLANNED ACTIVITIES/RESOURCES TO MEET EACH OBJECTIVE:

Activities/resources planned to achieve specific objectives should be stated clearly in this section.

C. ANTICIPATION COMPLETION DATE: A reasonable estimated date of completion should be provided in this section with a follow-up conference.

D. ACTUAL DATE OF COMPLETION

E. COMMENTS