



MINISTRY OF  
EDUCATION AND CULTURE

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**Form 2: CHECK LIST FOR TEACHER PORTFOLIO-PRIMARY**

Name of Teacher		School		Date	
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Level Taught (Y)	Year 1		Year 2		Year 3		Year 4		Year 5		Year 6		Year 7		Year 8	
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**Subjects Taught:** *General (G)* or \_\_\_\_\_

PORTFOLIO CONTENT		Quality of Evidence Presented to be Sighted (√)					Quantity of Evidence Presented to be Sighted (√)			Comments
SUBJECT	CHECKLIST	Exemplary	Advanced	Proficient Sufficient	Basic	Not Demonstrated Insufficient	Exceeded Expectation	Satisfactory	Below Expectation	
<b>ENGLISH</b>	Teaching Goals/ Annual Plan									
	Lesson Plans									
	Supporting Resources									
	Range of Assessment and students activities									
	Assessment Data									
	Meeting / Discussion with staff / Parents / Communities									

PORTFOLIO CONTENT		Quality of Evidence Presented to be Sighted (√)					Quantity of Evidence Presented to be Sighted (√)			Comments
SUBJECT	CHECKLIST	Exemplary	Advanced	Proficient Sufficient	Basic	Not Demonstrated Insufficient	Exceeded Expectation	Satisfactory	Below Expectation	
<b>MATHEMATICS</b>	Teaching Goals/ Annual Plan									
	Lesson Plans									
	Supporting Resources									
	Range of Assessment and students activities									
	Assessment Data									
	Meeting / Discussion with staff / Parents / Communities									
<b>SAMOAN</b>	Teaching Goals/ Annual Plan									
	Lesson Plans									
	Supporting Resources									
	Range of Assessment and students activities									
	Assessment Data									
	Meeting / Discussion with staff / Parents / Communities									

PORTFOLIO CONTENT		Quality of Evidence Presented to be Sighted (√)					Quantity of Evidence Presented to be Sighted (√)			Comments
SUBJECT	CHECKLIST	Exemplary	Advanced	Proficient Sufficient	Basic	Not Demonstrated Insufficient	Exceeded Expectation	Satisfactory	Below Expectation	
<b>SOCIAL STUDIES</b>	Teaching Goals/ Annual Plan									
	Lesson Plans									
	Supporting Resources									
	Range of Assessment and students activities									
	Assessment Data									
	Meeting / Discussion with staff / Parents / Communities									
<b>SCIENCE</b>	Teaching Goals/ Annual Plan									
	Lesson Plans									
	Supporting Resources									
	Range of Assessment and students activities									
	Assessment Data									
	Meeting / Discussion with staff / Parents / Communities									

PORTFOLIO CONTENT		Quality of Evidence Presented to be Sighted (√)					Quantity of Evidence Presented to be Sighted (√)			Comments
SUBJECT	CHECKLIST	Exemplary	Advanced	Proficient Sufficient	Basic	Not Demonstrated Insufficient	Exceeded Expectation	Satisfactory	Below Expectation	
<b>VISUAL ARTS</b>	Teaching Goals/ Annual Plan									
	Lesson Plans									
	Supporting Resources									
	Range of Assessment and students activities									
	Assessment Data									
	Meeting / Discussion with staff / Parents / Communities									
<b>HEALTH &amp; PHYSICAL EDUCATION</b>	Teaching Goals/ Annual Plan									
	Lesson Plans									
	Supporting Resources									
	Range of Assessment and students activities									
	Assessment Data									
	Meeting / Discussion with staff / Parents / Communities									

PORTFOLIO CONTENT		Quality of Evidence Presented to be Sighted (√)					Quantity of Evidence Presented to be Sighted (√)			Comments
SUBJECT	CHECKLIST	Exemplary	Advanced	Proficient Sufficient	Basic	Not Demonstrated Insufficient	Exceeded Expectation	Satisfactory	Below Expectation	
	<b>Professional Development</b>									
	<b>Reading Program English:</b>									
	<b>Samoan:</b>									
	<b>Extra Curricula Activities:</b> <ul style="list-style-type: none"> <li>• English Day</li> <li>• Parents Day</li> <li>• Sports Competition</li> <li>• Cultural Day</li> <li>• Talent Quest</li> <li>• Easter Festival</li> <li>• School Concert</li> </ul>									

General Comments:

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Teacher's Signature \_\_\_\_\_

Appraiser's Signature \_\_\_\_\_