**JAMES, MARGARITA MEDINA: End-of-Year Conference**

**End-of-Year Conference Artifacts and Evidence (Activity)**

**4.1 Professional Demeanor and Ethics**

[**Started by MARGARITA MEDINA JAMES. Last update April 26, 2022 at 09:33:04 PM by MARGARITA MEDINA JAMES.**](https://saisd.truenorthlogic.com/ia/empari/gp/activity/viewActivity?gpEntryId=36814&gpActivityId=623#answerPeriod231573)

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What evidence demonstrates your ability to meet district expectations for attendance; professional appearance; decorum; and procedural, ethical, legal, and statutory responsibilities?

I have complied with the district's expectations for attendance and effectively communicated immediately with my principal on any sudden illness or absence.  I also kept her updated on my condition.

 (Attached is an example of the communication with my Principal upon learning of my absence due to illness).

I adhere to the district's professional appearance and participate in any of the campus' dress code activities. (Attached is an example of an outfit I have worn to demonstrate professional dress according to the district and school's dress code policy).

Attached is a copy of my certificates for ethical procedures training that align with the district's expectations. I have attended meetings as instructed, ensuring that my interactions with both students and staff are positive and professional.  I have advocated for students by providing feedback of their character as well as their academic progress and success.  I continuously kept parents updated on student absences and academic progress. (Attached are examples of interaction with peers, students, and parents)

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**4.2 Goal Setting (Professional Practice) and 5.1 Goal Setting (Student Growth Goal)**

[**Started by MARGARITA MEDINA JAMES. Last update April 26, 2022 at 09:40:38 PM by MARGARITA MEDINA JAMES.**](https://saisd.truenorthlogic.com/ia/empari/gp/activity/viewActivity?gpEntryId=36814&gpActivityId=623#answerPeriod196966)

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***Professional Practice Goal*** (What instructional improvement related to Domain 1 or 2 do you want to achieve?)

**I would like students to establish high academic and social-emotional expectations for themselves. In doing so, I will persist with the lesson until there is evidence that all students demonstrate mastery of the objective.  By providing opportunities for students to self-monitor and self-correct mistakes, they will be able to set goals and expectations and monitor their progress.**

**Student Growth Goal (What foundational skill do you want students to master?)**

**I would like students to master the skills to reason, think critically, make decisions, solve problems, and communicate effectively. I would also like for students to recognize that quality health care depends on the ability to work well with others.**

**Identify the evidence of goal attainment/progress; including the impact on student achievement.**

I have assumed responsibility and accountability for my performance and growth through strategic goal setting, ongoing self-reflection, and professional growth in order to refine my knowledge about the content and pedagogy.  Setting goals has helped to identify areas of professional growth and address the needs of the students and school community.

By attending monthly CTE department and staff meetings as well as keeping the district's plan to meet CCMR's goal, I have worked continuously with my Seniors in learning strategies and reviewing material in order to take the Medical Assistant certification exam, which will prepare them to be career ready Medical Assistants. I have maintained my NRCMA and the NRCAHA certificate current and have kept up with new medical practices and procedures.

With my prior medical experience, I volunteered to assist the school's nurses in case of their absence.  I have taken and completed a Diabetic course through Region20, certifying me as a Diabetic trainer.

I have coordinated with the campus FACE Specialists to host a guest speaker for our students to enhance their CPR knowledge.  Continuous communication and interactions with other teachers, administrators, and other campus staff, have assisted in my teaching development and ensuring that I am meeting the campus and student's needs.  Ongoing encouragement of students to work cooperately and independently has also been an ongoing strategy used in my daily classroom expectations.  Students are encouraged to critically think to better assist the physician in offering patient's the most effective treatments and procedures.  Recognizing out of range vital signs is important in diagnosing more severe health problem.  (see student's engagement in obtaining, measuring, and documentation of vital signs and procedures)

Enrolling in TeachWorthy's teacher certification course has taught me strategic teaching techniques that I utilize in my current lesson plans and classroom activities.

**Identify the professional development participation connections for this goal.**

**Describe how you used this goal and the professional development above to impact instruction and student achievement.**

**Based on self-analysis, goal setting process, feedback from walk throughs and assigned mentor, I have focused on continuous improvement which ultimately enhanced student performance.  I  have personalized all learning needs in high performing organizations, maintaining an ongoing culture of sustained, and quality professional development throughout the year.  I am currently enrolled in the TeachWorthy Teacher certification course and have taken and passed the Health Theory exam and continue to study and prepare to take the PPR exam, which will help me learn teaching best practices to implement in my classroom.**

**Describe how you used this goal and the professional development above to impact instruction and student achievement.**

I used this goal and professional development above to impact student instruction and student achievement by ensuring students are continuously learning and mastering new knowledge by critically thinking and taking charge of their learning.

**What, if** **anything, would you have done differently? How will you extend this goal/learning?**

In self-reflecting, implementing a stricter behavior management system to maintain a stronger culture of individual and group accountability for class expectations would have been something I would have done differently.  I would also cultivate a stronger ownership in developing classroom cultures and norms by not allowing cell phone usage during class, which was a reason for poor engagement among many students.  In the future, I will maintain a culture based on higher expectations for student performance by continuously encouraging students to be self-motivated and take responsibility for their learning.

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**4.3 Professional Development**

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**What evidence demonstrates your collaborative engagement and/or leadership in professional development activities and your support of the school improvement plan?**

As a second-year teacher, some of the events/functions I have volunteered to demonstrate collaborative engagement or leadership in professional development activities and for support of the school plan improvement plan include: (see attachment for evidence)

Assisting Lanier High School students in preparing them to take the Medical Assistant Certification and in teaching them clinical skills

Junior Class of 2023 Sponsor

Costume Manager for Theater Arts Department in their upcoming show The Wiz

Supported student athletic events in volleyball, football, and other community events

Member of the Awards Ceremony Committee

Established the National Health Occupational Students of America (HOSA) Chapter for our campus, which now recognizes our campus as a Health Science school and offers scholarship opportunities for students seeking to complete a medical degree.

Coordinated guest speaker to enhance student's understanding of CPR

Financially donate to the United Way monthly

Financially supported  the Theater Arts Department by purchasing Christmas trees and lights for Christmas play

Volunteered at Castmed HS as a CPR Judge for Skills of America

Supported fundraisers for athletic department by purchasing t-shirts/candy and by supporting students in athletics.

Volunteered to assist school nurses in Diabetic training in case of their absence

Supported School "Dress-Up" Days

(see attached evidence)

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**4.4 School Community Involvement**

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**What evidence demonstrates your support of students’ social/emotional development; parent/guardian contact; participation in school outreach activities; and support of the school mission, vision, and goals?**

I have supported student's social/emotional development by always offering support and understanding to students. I also encourage them to explore other medical careers.   I've coordinated with the FACE specialist to host a guest speaker presentation to provide students more exposure to medical personnel and to speak with them about the importance of having CPR knowledge and skills.   As a Junior class Sponsor, I support the students by engaging them in school activities and become involved in their school. Meetings are held throughout the year to unify the Junior class and coordinate fundraisers. I have participated in school's Townhall meeting by promoting the Health Science Program on my campus on open registration night and speaking to parents about the program. I have kept parents current of their child's progress and attendance throughout the year and have communicated any concerns to better assist their child.  I have communicated any student concerns with counselors as well as advocated for them.  As a Health Theory teacher, I established the Health Occupational Students of America Chapter for our campus to offer our students the opportunity to compete against other HOSA chapter student members on clinical skills, which also offers our students the opportunity for scholarships.  As a member of the Awards Ceremony committee, I have assisted in ensuring students are recognized for their achievements by planning and being involved in the ceremonies every nine weeks.

In order to assist the district's shortage of Health Theory teachers, I have coordinated study material for Lanier High School seniors to prepare them to take the National Registered Certified Medical Assistant (NRCMA) exam.  I have also enhanced their learning by ensuring they have adequate clinical skills necessary to be a successful Medical Assistants.  With my prior knowledge as a Medical Assistant Program Director, I guided my CATE coordinator through the process of affiliating the district with the National Association of Health Professionals certification entity, which ensures our students have a better opportunity to take and pass the certification exam.  Affiliating with NAHP also help keeps lower costs for certification exams as compared to other certifying entities used in the past.

(See attached evidence)

**Actions (What actions will you take to accomplish your professional practice goal?)**

I will continue to reflect on my teaching practice to improve my instructional effectiveness and engage in continuous professional learning to gain knowledge and skills and refine professional judgement.  By doing this, I will reflect on my own strengths and professional learning needs, using information to develop action plans for improvement.  My goal is to establish and strive to achieve professional goals to strengthen my instructional effectiveness and better meet students' needs.  I will also engage in relevant, targeted professional learning opportunities that align with my professional growth goals and my students' academic and social-emotional needs.

**Evidence of Professional Practice Goal Attainment**

My goal for next year is to complete the TeachWorthy teacher’s certification program and take the PPR assessment.  I plan on engaging and participating in professional learning communities organized to improve instructional practices and student learning.  By doing so, it will allow me to clearly communicate the vision and goals of the schools to students.  My goal is to also have my Practicum course students participate in clinical externships and prepare them to take the assessment for the Medical Assistant certification in order to prepare them to be career ready.  My goal is to consistently hold myself to a higher standard for individual development, pursue leadership opportunities, collaborate with other educational professionals, communicate and maintain professional relationships, which complying with all of district policies

 (***What actions will you take to accomplish your professional practice goal?)***

 I will meet this goal by collaborating with other colleagues, being self-aware of interpersonal interactions and being open to constructive feedback from peers and administrators.  I will seek out feedback from supervisors, coaches, and peers to take advantage of opportunities for job-embedded professional development.  Participating in professional learning communities that are organized to improve instructional practices and student learning.