



Profile of an Ignatian Educator at St. Ignatius College Preparatory

Year-End Portfolio

The Year-end portfolio serves as a process for reflecting on your work in order to grow professionally as an Ignatian educator. It should document and capture the range of your contributions this year to the mission of our school and how you have lived our theme, “Contemplatives in Action.” How have you grown as a campus minister, counselor, librarian, teacher, or staff member? Your portfolio should contain the following:

- 1) Reflection (Suggested length is 2-3 pages)
 - **For Academics:** How did you inspire *all* students? How were *all* students able to engage personally with the curriculum? What did you learn from your student questionnaire feedback?
 - **For Co-curriculars:** How did you engage students and colleagues with a spirit of generosity? What student activities did you lead and/or attend?
 - **For Spiritual Formation/Campus Ministry:** How have you nurtured your own spiritual formation and contributed to that of the community?
 - How did you do with regard to your identified goals for the year? How do you know?
 - How did you address the areas to focus upon from your previous year-end meeting with the Principal? (*if applicable*)
 - How are you progressing towards your FDB recommendations or other goals stated in your FDB plan? (*if applicable*)
- 2) Formative feedback
 - Notes from informal walk-through observations
 - Full-class period observation reports
 - Student Questionnaire feedback from students and your Questionnaire Reflection
 - Notes from collegial visits
 - Comments from Department Chair on level/department work
- 3) Any other relevant documents that reflect work from the year (i.e., planning docs, on-line presence, level minutes, student work, etc.)

Please submit electronically to Maria Balestrieri by Friday, April 26, 2019.