



## PROFESSIONAL GROWTH PLAN

### ADMINISTRATOR'S WRITTEN SUMMARY REPORT

(To be submitted by June 15th)

The original remains with the Administrator, a copy with the immediate supervisor and personnel file.

(Please use additional pages if required)

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Date

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Administrator's Signature

### Immediate Supervisor's Comments

I have read this summary and discussed it with the Administrator

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Date

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Immediate Supervisor's Signature