**8.1 MONITORING AND EVALUATION OF**

**SCHOOL ACADEMICS AND ADMINISTRATION**

The main purpose of any education system is to provide students with the necessary knowledge, skills and values for effective participation in society.

It requires maintaining a standard and regularity in the academic process. A series of systematic actions has to be followed that demands the regular monitoring of the academic exercise prevailing in the school for a purposeful evaluation.

**Monitoring & Evaluation**

**Monitoring**

* Monitoring is defined as continuous assessment which gives early indications of progress in fulfilling the objectives,
* It is a checking process to see whether activities are going in accordance with plan and that the learners are ‘on task’,
* Monitoring assists decision making, ensures accountability and provides foundation for evaluation.

**Evaluation**

* Is a systematic measurement of performance of an on-going program at certain intervals or at completion of academic year.
* It aims to determine the relevance and fulfillment of objectives efficiency, effectiveness, impact and sustainability.

**Difference between monitoring and evaluation**

* **Monitoring** is the on-going assessment during the teaching-learning process, activity and implementation in the field of education, whereas,

**Evaluation** is the performance assessment of a completed or half completed program.

* **Monitoring** is done by individual teacher or internal management whereas,
* **Evaluation** is done by agencies, internal such as school management or external such as inspector of school/department of education.
* **Monitoring** occurs continuously whereas,
* **Evaluation** occurs in the end or at mid-term of the year.
* **Monitors** check progress, take remedial actions and update plans and strategies whereas
* **Evaluation** provides suggestion for improvement of the teaching-learning process.
* Usually **Monitoring** does not provide any suggestions whereas **Evaluation** provides suggestions.

**Objectives of monitoring and evaluation (M&E)**

A framework is needed to be developed which formulates the comprehensive monitoring and evaluation (M&E) plan for analyzing the overall school performance,

* M&E is an endeavor to ensure the fair and good quality of education that is being imparted to students at different levels, i.e primary and middle, secondary and senior secondary.
* M&E together provide the necessary data to guide strategic planning,
* M&E is needed to design and implement programs and projects,
* M&E is needed to allocate and reallocate resources in better ways.
* M&E is needed for a better and effective use of human resource or teachers management information system for replacement or recruitment and deployment of teachers,
* M&E is needed for inspection and appraisal systems,
* M&E is needed for financial management systems,
* M&E includes teachers’ and students’ evaluation procedures
* M&E is needed to understand and appreciate the nature of teacher’s own teaching standards,

**Importance of Monitoring and Evaluation in Education**

* Monitoring and Evaluation play an important role in all projects, programs and policies.
* As every education system includes policies, objectives, planning and implementation, monitoring and evaluation is important to check the progress towards meeting the objectives.
* Monitoring indicates the success or failure whereas evaluation checks relevance, effectiveness efficiency, impact and sustainability of education policy, plans and strategies, educational projects and programs.
* Monitoring and evaluation should be an integral component of any particular school since it helps in planning.
* A school should use technological tools available to help in gathering information.

**Monitoring & Evaluation of individual student, teachers, and classroom monitoring and inspection of school**

* Students self assessment
* Monitoring and Evaluation of individual teacher
* Teacher’s self monitoring
* Teacher’s self-assessment
* Informal classroom monitoring
* Inspection of school

**1. Students’ self assessment**

* Students’ self-assessment involves the evaluation of their own work and learning progress. It is a valuable learning tool as well as part of an assessment process. Through self-assessment, students can:
* Identify their own skill gaps, where their knowledge is weak.
* See where to focus their attention in learning.
* Set realistic goals.
* Revise their work.
* Track their own progress
* This process helps students stay involved and motivated and encourages self-reflection and responsibility for their learning.

**2. Monitoring and Evaluation of individual teacher**

* It is defined as a systematic procedure for reviewing the performance of a teacher in a classroom and analyzing the review to provide constructive feedback for the teacher’s professional growth.
* Principal or any administrative staff member is traditionally involved in evaluating a teacher.
* Aspects such as students’ performance in terms of class work record maintained by the teacher, daily or weekly lesson plans etc are considered while evaluating the performance of a teacher.
* It is one of the most vital elements for a thorough career development of a teacher and maintains the quality of education.

**Purpose of evaluation of individual teacher**

* Improve the performance of teachers by evaluating them at regular intervals.
* Assignment of precise ranks to all the teachers according to their respective abilities and contribution.
* Unproductive teachers can be asked to improve their teaching talent within a specific frame of time. Such teachers deserve to change their frame of mind and adopt conducive teaching strategies, if they fail to do so, they should then be asked to quit or an appropriate action needs to be taken to improve their teaching methods.
* Collection of feedback to make well-informed decisions about appraisals and promotions.
* *School’s management is responsible for the all-round growth of their teachers and thus, the main purpose of conducting teaches’ evaluation is to empower all the teachers who contribute towards imparting education to their students in the best possible manner.*
* The Principal and management are in charge of empowering the teachers to perform better in the same manner as the teachers are responsible to empower the students.
* A teacher performs better in case the management communicates and appreciates his/her work which contributes to continuous improvement in their performance.

**3. Teacher’s self monitoring**

**The rationale of self-monitoring can be summed up as under.**

* A teacher who has an awareness of teaching and its different components is better prepared to make appropriate judgments and decisions in teaching.
* It involves asking questions about how and why things are the way they are, the value system they represent, alternative available.
* Much can be learned about teaching through self enquiry.
* Very often class visited by outsiders are not feed-back oriented but are judgment oriented.
* Moreover, rather than depending on external sources for information, the approach that seems to have *a lot of potential for self development is one where teachers monitor and collect information about their teaching either individually or through collaborating with a colleague and making decisions about what alternative to adopt.*
* *It is not enough that teachers’ work should be studied. They need to study it themselves.*
* Self monitoring is illuminative’ because it involves raising the consciousness of teachers as to what is actually happening in the classroom as opposed to what is supposed to happen.
* Teachers should use their classroom as laboratories to study the learning process as it applies to their particular disciplines,
* Teachers should become skillful, systematic observers of how the students in their classrooms learn.

**4. Teacher’s self-assessment**

* It is the process of making judgment about the effectiveness of one’s own knowledge, performance, belief or effects, so that they can be improved or refined.
* Self-assessment is a formative evaluation process.
* All teachers carry out to form their personal, professional knowledge and to assess their instructional effectiveness on a day-to-day basis.
* Self evaluation is a continuous process. This enables a teacher to refine, modify and change as per the requirements of students which tend to change almost regularly.
* Principal’s observations, feedback from students and parent interaction deserve a serious thinking for evaluation of one’s performance as a teacher.
* In the long term, it plays a major role in enhancing the teacher’s professional skills

**5. Informal classroom monitoring**

* Following a set procedure does not guarantee success

* An informal level of monitoring always remains going on while the teacher is conducting a lesson. This is an interesting and encouraging phenomenon.
* It is not that all teachers monitor carefully and successfully all the time. But, the teacher remains aware of how the class is getting on.
* The pace of teaching activity that is not too fast or too slow keeps the teaching-learning process favorable; yet, slow learners may need individual attention of the teacher.
* It remains a fact that the teaching-learning process is not a simple and straight forward matter of predetermined and neatly organized inputs leading to clearly predictable outcomes, as we know from everyday experience, even much simpler operations can go wrong.

**6. Inspection of school**

* The word monitoring does have an association with inspection and evaluation of teaching-learning scenario by an “external authority” or some authorized internal authority/management members of the school.

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***It is not enough that teachers’ work should be studied. They need to study it themselves.***