**Final Summative Evaluation Form – Teacher**

Teacher Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Year: \_\_\_\_\_\_\_\_\_\_\_\_

Formal Observation Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Informal Observation Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Domain 1 – Planning and Preparation** | | | | | **Domain 2 – Classroom Environment** | | | | |
| Components: | U | NI | P | E | Components: | U | NI | P | E |
| 1a: Demonstrating knowledge of content and pedagogy. |  |  |  |  | 2a: Creating an environment of respect and rapport. |  |  |  |  |
| 1b: Demonstrating knowledge of students. |  |  |  |  | 2b: Establishing a culture for learning. |  |  |  |  |
| 1c: Setting instructional outcomes. |  |  |  |  | 2c: Managing classroom procedures. |  |  |  |  |
| 1d: Demonstrating knowledge of resources. |  |  |  |  | 2d: Managing student behavior. |  |  |  |  |
| 1e: Designing coherent instruction. |  |  |  |  | 2e: Organizing physical space. |  |  |  |  |
| 1f: Designing student assessments. |  |  |  |  |  |  |  |  |  |
| **Overall Domain Rating:** |  |  |  |  | **Overall Domain Rating:** |  |  |  |  |
| **Domain 4 – Professional Responsibilities** | | | | | **Domain 3 - Instruction** | | | | |
| Components: | U | NI | P | E | Components: | U | NI | P | E |
| 4a: Reflecting on Teaching. |  |  |  |  | 3a: Communicating with students. |  |  |  |  |
| 4b: Maintaining accurate records. |  |  |  |  | 3b: Using questioning and discussion techniques. |  |  |  |  |
| 4c: Communicating with families. |  |  |  |  | 3c: Engaging students in learning. |  |  |  |  |
| 4d: Participating in a professional learning community. |  |  |  |  | 3d: Using assessment in instruction. |  |  |  |  |
| 4e:. Growing and developing professionally. |  |  |  |  | 3e: Demonstrating flexibility and responsiveness. |  |  |  |  |
| 4f: Demonstrating professionalism |  |  |  |  |  |  |  |  |  |
| **Overall Domain Rating:** |  |  |  |  | **Overall Domain Rating:** |  |  |  |  |
| **Overall Summative Rating:**  A Professional Growth Plan with the  Performance Objective of:   * achieved * continuing * revised * did not meet * not applicable | | | | | **Comments:**  **Recommendation:**   * recommend without reservation * recommend continued probationary contract * do not rehire | | | | |

We have conducted a conversation on the rubrics and formative ratings. The teacher has the right to attach written comments within seven (7) school days of completion of this form for inclusion in his/her personnel file maintained in the district office. Signature indicates only that the teacher has read and understands the evaluation.

Teacher Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evaluator Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Final Summative Evaluation Form – Library/Media Specialist**

Teacher Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Year: \_\_\_\_\_\_\_\_\_\_\_\_

Formal Observation Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Informal Observation Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Domain 1 – Planning and Preparation** | | | | | **Domain 2 – Classroom Environment** | | | | |
| Components: | U | NI | P | E | Components: | U | NI | P | E |
| 1a: Demonstrating knowledge of literature and current trends in library/media practice and information technology. |  |  |  |  | 2a: Creating an environment of respect and rapport. |  |  |  |  |
| 1b: Demonstrating knowledge of the school’s program and student information needs within that program. |  |  |  |  | 2b: Establishing a culture for investigation and love of literature. |  |  |  |  |
| 1c: Establishing goals for the library/media program appropriate to the setting and the students served. |  |  |  |  | 2c: Establishing and maintaining library procedures. |  |  |  |  |
| 1d: Demonstrating knowledge of resources, both within and beyond the school and district, and access to such resources as interlibrary loan. |  |  |  |  | 2d: Managing student behavior. |  |  |  |  |
| 1e: Planning the library/media program integrated with the overall school program. |  |  |  |  | 2e: Organizing physical space to enable smooth flow. |  |  |  |  |
| 1f: Developing a plan to evaluate the library/media program. |  |  |  |  |  |  |  |  |  |
| **Overall Domain Rating:** |  |  |  |  | **Overall Domain Rating:** |  |  |  |  |
| **Domain 4 – Professional Responsibilities** | | | | | **Domain 3 - Instruction** | | | | |
| Components: | U | NI | P | E | Components: | U | NI | P | E |
| 4a: Reflecting on practice. |  |  |  |  | 3a: Maintaining and extending the library collection in accordance with the school’s needs and within budget limitations. |  |  |  |  |
| 4b: Preparing and submitting reports and budgets. |  |  |  |  | 3b: Collaborating with teachers in the design of instructional units and lessons. |  |  |  |  |
| 4c: Communicating with the larger community. |  |  |  |  | 3c: Engaging students in enjoying literature and in learning information skills. |  |  |  |  |
| 4d: Participating in a professional community. |  |  |  |  | 3d: Assisting students and teachers in the use of technology in the library/media center. |  |  |  |  |
| 4e: Engaging in professional development. |  |  |  |  | 3e: Demonstrating flexibility and responsiveness. |  |  |  |  |
| 4f: Showing professionalism. |  |  |  |  |  |  |  |  |  |
| **Overall Domain Rating:** |  |  |  |  | **Overall Domain Rating:** |  |  |  |  |
| **Overall Summative Rating:**  A Professional Growth Plan with the  Performance Objective of:   * achieved * continuing * revised * did not meet * not applicable | | | | | **Comments:**  **Recommendation:**   * recommend without reservation * recommend continued probationary contract * do not rehire | | | | |

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Evaluator Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Final Summative Evaluation Form – School Counselor**

Teacher Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Year: \_\_\_\_\_\_\_\_\_\_\_\_

Formal Observation Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Informal Observation Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Domain 1 – Planning and Preparation** | | | | | **Domain 2 – Classroom Environment** | | | | |
| Components: | U | NI | P | E | Components: | U | NI | P | E |
| 1a: Demonstrating knowledge of counseling theory and techniques. |  |  |  |  | 2a: Creating an environment of respect and rapport. |  |  |  |  |
| 1b: Demonstrating knowledge of child and adolescent development. |  |  |  |  | 2b: Establishing a culture for productive communication. |  |  |  |  |
| 1c: Establishing goals for the counseling program appropriate to the setting and the students served. |  |  |  |  | 2c: Managing routines and procedures. |  |  |  |  |
| 1d: Demonstrating knowledge of state and federal regulations and of resources both within and beyond the school and district. |  |  |  |  | 2d: Establishing standards of conduct and contributing to the culture for student behavior throughout the school. |  |  |  |  |
| 1e: Planning the counseling program, integrated with the regular school program. |  |  |  |  | 2e: Organizing physical space. |  |  |  |  |
| 1f: Developing a plan to evaluate the counseling program. |  |  |  |  |  |  |  |  |  |
| **Overall Domain Rating:** |  |  |  |  | **Overall Domain Rating:** |  |  |  |  |
| **Domain 4 – Professional Responsibilities** | | | | | **Domain 3 - Instruction** | | | | |
| Components: | U | NI | P | E | Components: | U | NI | P | E |
| 4a: Reflecting on practice. |  |  |  |  | 3a: Assessing student needs. |  |  |  |  |
| 4b: Maintaining records and submitting them in a timely fashion. |  |  |  |  | 3b: Assisting students and teachers in the formulation of academic, personal/social, and career plans, based on knowledge of student needs. |  |  |  |  |
| 4c: Communicating with families. |  |  |  |  | 3c: Using counseling techniques in individual and classroom programs. |  |  |  |  |
| 4d: Participating in a professional community. |  |  |  |  | 3d: Brokering resources to meet needs. |  |  |  |  |
| 4e: Engaging in professional development. |  |  |  |  | 3e: Demonstrating flexibility and responsiveness. |  |  |  |  |
| 4f: Showing professionalism. |  |  |  |  |  |  |  |  |  |
| **Overall Domain Rating:** |  |  |  |  | **Overall Domain Rating:** |  |  |  |  |
| **Overall Summative Rating:**  A Professional Growth Plan with the  Performance Objective of:   * achieved * continuing * revised * did not meet * not applicable | | | | | **Comments:**  **Recommendation:**   * recommend without reservation * recommend continued probationary contract * do not rehire | | | | |

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Evaluator Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Final Summative Evaluation Form – Therapeutic Specialist**

Teacher Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Year: \_\_\_\_\_\_\_\_\_\_\_\_

Formal Observation Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Informal Observation Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Domain 1 – Planning and Preparation** | | | | | **Domain 2 – Classroom Environment** | | | | |
| Components: | U | NI | P | E | Components: | U | NI | P | E |
| 1a: Demonstrating knowledge and skill in the specialist therapy area; holding the relevant certificate or license. |  |  |  |  | 2a: Establishing rapport with students. |  |  |  |  |
| 1b: Establishing goals for the therapy program appropriate to the setting and the students served. |  |  |  |  | 2b: Organizing time effectively. |  |  |  |  |
| 1c: Demonstrating knowledge of district, state, and federal regulations and guidelines. |  |  |  |  | 2c: Establishing and maintaining clear procedures for referrals. |  |  |  |  |
| 1d: Demonstrating knowledge of resources, both within and beyond the school and district. |  |  |  |  | 2d: Establishing standards of conduct in the treatment of center. |  |  |  |  |
| 1e: Planning the therapy program, integrated with the regular school program, to meet the needs of individual students. |  |  |  |  | 2e: Organizing physical space for testing of students and providing therapy. |  |  |  |  |
| 1f: Developing a plan to evaluate the therapy program. |  |  |  |  |  |  |  |  |  |
| **Overall Domain Rating:** |  |  |  |  | **Overall Domain Rating:** |  |  |  |  |
| **Domain 4 – Professional Responsibilities** | | | | | **Domain 3 - Instruction** | | | | |
| Components: | U | NI | P | E | Components: | U | NI | P | E |
| 4a: Reflecting on practice. |  |  |  |  | 3a: Responding to referrals and evaluating student needs.. |  |  |  |  |
| 4b:Collaborating with teachers and administrators. |  |  |  |  | 3b: Developing and implementing treatment plans to maximize students’ success.. |  |  |  |  |
| 4c: Maintaining an effective data-management system. |  |  |  |  | 3c: Communicating with families. |  |  |  |  |
| 4d: Participating in a professional community. |  |  |  |  | 3d: Collecting information; writing reports. |  |  |  |  |
| 4e: Engaging in professional development. |  |  |  |  | 3e: Demonstrating flexibility and responsiveness. |  |  |  |  |
| 4f: Showing professionalism, including integrity, advocacy, and maintaining confidentiality. |  |  |  |  |  |  |  |  |  |
| **Overall Domain Rating:** |  |  |  |  | **Overall Domain Rating:** |  |  |  |  |
| **Overall Summative Rating:**  A Professional Growth Plan with the  Performance Objective of:   * achieved * continuing * revised * did not meet * not applicable | | | | | **Comments:**  **Recommendation:**   * recommend without reservation * recommend continued probationary contract * do not rehire | | | | |

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Evaluator Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_