



College Community School District

School Counselor Summative Evaluation Form (Long Form)

Directions:

In the narrative under each standard, the evaluator should incorporate and address each criterion.

1. ENHANCES EACH STUDENT'S ABILITY TO DEVELOP AND IMPLEMENT ACADEMIC, CAREER, AND PERSONAL IMPROVEMENT PLANS.

The counselor:

- a. Provides annual evidence of student ability to develop and implement academic, career, and personal improvement plans.
- b. Uses student feedback and disaggregated data as a guide for decision-making.
- c. Accepts and demonstrates responsibility for creating a student service culture that supports the development of each student.
- d. Creates an environment of mutual respect, rapport, and fairness.
- e. Participates in and contributes to a school culture that is focused upon improved student learning.

Evidence to support attainment of or failure to meet standards:	Check one:	
	Meets the Standard	Does Not Meet the Standard

Additional documentation/artifacts applicable to this standard are attached as Appendix A-1

2. DEMONSTRATES COMPETENCE IN KNOWLEDGE APPROPRIATE TO GUIDANCE AND COUNSELING POSITION.

The counselor:

- a. Uses knowledge of student development to make counseling experiences meaningful and accessible for every student.
- b. Relates ideas and information in the areas of academics, careers, and personal improvement.
- c. Understands and uses appropriate counseling strategies.

Evidence to support attainment of or failure to meet standards:	Check one:	
	Meets the Standard	Does Not Meet the Standard

Additional documentation/artifacts applicable to this standard are attached as Appendix A-2.

3. DEMONSTRATES COMPETENCE IN PLANNING AND PREPARING FOR INSTRUCTION.

The counselor:

- a. Utilizes student achievement data, local standards, and the district curriculum in planning and delivering guidance services.
- b. Sets and communicates high expectations for social, behavioral, and academic success of all students.
- c. Utilizes student developmental needs, background, and interests in planning for services/interventions.
- d. Uses available resources, including technologies, in the development of the guidance program.

Evidence to support attainment of or failure to meet standards:	Check one:	
	Meets the Standard	Does Not Meet the Standard

Additional documentation/artifacts applicable to this standard are attached as Appendix A-3.

4. USES STRATEGIES TO DELIVER INSTRUCTION THAT MEETS THE MULTIPLE LEARNING NEEDS OF STUDENTS.

The counselor:

- a. Engages students in varied experiences that meet diverse needs and promote social, emotional, and academic growth.
- b. Demonstrates flexibility and responsiveness in adjusting services to meet student needs.
- c. Connects students' prior knowledge, life experiences, and interests in the counseling process.

Evidence to support attainment of or failure to meet standards:	Check one:	
	Meets the Standard	Does Not Meet the Standard

Additional documentation/artifacts applicable to this standard are attached as Appendix A-4.

5. USES A VARIETY OF METHODS TO MONITOR STUDENT PROGRESS.

The counselor:

- a. Guides students in goal setting and assessing their own learning.
- b. Works with other staff and building and district leadership in analysis of student progress.
- c. Assesses students' needs as necessary.

Evidence to support attainment of or failure to meet standards:	Check one:	
	Meets the Standard	Does Not Meet the Standard

Additional documentation/artifacts applicable to this standard are attached as Appendix A-5

6. DEMONSTRATES COMPETENCE IN MANAGING WORK RESPONSIBILITIES.

The counselor:

- a. Coordinates services between school and outside agencies.
- b. Consults with parents, staff, students, and other parties as needed.
- c. Creates a safe, purposeful, and confidential counseling environment.

Evidence to support attainment of or failure to meet standards:	Check one:	
	Meets the Standard	Does Not Meet the Standard

Additional documentation/artifacts applicable to this standard are attached as Appendix A-6.

7. ENGAGES IN PROFESSIONAL GROWTH.

The counselor:

- a. Demonstrates habits and skills of continuous inquiry and learning.
- b. Applies research, knowledge, and skills from professional development.
- c. Works collaboratively to improve both professional practice and student learning.
- d. Establishes ongoing professional growth goals and implements strategies for those goals based upon student learning needs and district achievement goals.

Evidence to support attainment of or failure to meet standards:	Check one:	
	Meets the Standard	Does Not Meet the Standard

Additional documentation/artifacts applicable to this standard are attached as Appendix A-7.

8. FULFILLS PROFESSIONAL RESPONSIBILITIES ESTABLISHED BY THE SCHOOL DISTRICT.

The counselor:

- a. Adheres to board policies, district procedures, and contractual obligations.
- b. Demonstrates professional and ethical conduct as defined by state law and individual district policy.
- c. Contributes to efforts to achieve district and building goals.
- d. Demonstrates an understanding of and respect for all learners and staff.
- e. Collaborates with students, families, colleagues, and communities to enhance student learning.

Evidence to support attainment of or failure to meet standards:	Check one:	
	Meets the Standard	Does Not Meet the Standard

Additional documentation/artifacts applicable to this standard are attached as Appendix A-8.

Check One:

	The counselor is a first year Beginning Counselor
	The counselor is a second year counselor and <u>meets or exceeds</u> all eight Prairie Counseling Standards. Recommend placement on Tier II and I will sign-off on a Standard License.
	The counselor is a second year counselor who <u>is not</u> meeting one or more of the Prairie Counseling Standards. I am recommending a third year on Tier I before a licensing decision or a decision about continued employment is made.
	The counselor is new to the District his year and meets all of the Prairie Counseling Standards. Will move to Tier II.
	This is a 3-year evaluation for a Tier II Counselor. Counselor meets all Prairie Counseling Standards.
	The counselor fails to meet the Prairie Counseling Standards.
	Other: (please add comments for "other".)

Signatures:

Teacher Signature

Date

Administrator Signature

Date