

School Counselor Summary Rating Form (Required)

This form is to be jointly reviewed by the school’s counselor and evaluator or designee during the Summary Evaluation Conference conducted at the end of the year. Principals are required to complete this form for Initially Licensed School Counselors. The principal’s designee may complete it for Probationary School Counselors who are not Initially School counselors and for Career School Counselors.

Name: _____
 School: _____ School Year: _____
 Evaluator: _____ District: _____
 Date Completed: _____ Evaluator’s Title: _____

Standard 1: School counselors demonstrate leadership, advocacy, and collaboration.

Elements	Not Demonstrated	Developing	Proficient	Accomplished	Distinguished
a. School counselors demonstrate leadership in the school.					
b. School counselors enhance the counseling profession.					
c. School counselors advocate for schools and students.					
d. School counselors demonstrate high ethical standards.					
Overall Rating for Standard 1					
<p>Comments:</p> <p>Recommended actions for improvement:</p> <p>Resources needed to complete these actions:</p>	<p>Evidence or documentation to support rating:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Counselor Administrator Annual Agreement <input type="checkbox"/> American School Counselor Association National Model Action Plans and Results Data <input type="checkbox"/> Professional Development Documentation <input type="checkbox"/> CEUs from the American School Counselor Association <input type="checkbox"/> Analysis of School and Counseling Program Data <input type="checkbox"/> School Improvement Planning Activities <input type="checkbox"/> Accountability Process Documentation <input type="checkbox"/> Individual Growth Plan <input type="checkbox"/> Professional Learning Community and Other Meeting Documentation <input type="checkbox"/> Record of Professional Service, Articles Published, and Other Dissemination Activities <input type="checkbox"/> Advisory Council Documentation <input type="checkbox"/> Additional Certifications <input type="checkbox"/> American School Counselor Association Legal and Ethical Specialist 				

Standard 2: School counselors promote a respectful environment for a diverse population of students.

Standard 5: School counselors actively reflect on their practice.

Elements	Not Demonstrated	Developing	Proficient	Accomplished	Distinguished
a. School counselors analyze the impact of the school counseling program.					
b. School counselors link professional growth to the needs of their school and their program goals.					
c. School counselors function effectively in a complex dynamic environment.					
Overall Rating for Standard 5					
<p>Comments:</p> <p>Recommended actions for improvement:</p> <p>Resources needed to complete these actions:</p>	<p>Evidence or documentation to support rating:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Student achievement data <input type="checkbox"/> Records of student behavior <input type="checkbox"/> School climate data <input type="checkbox"/> Student feedback <input type="checkbox"/> Parent feedback <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Self-assessment <input type="checkbox"/> Documentation of continuing education <input type="checkbox"/> Feedback from students, parents/significant adults, colleagues and other stakeholders <input type="checkbox"/> Program Assessment <input type="checkbox"/> Resource Checklist <input type="checkbox"/> Documentation of active reflection <input type="checkbox"/> Accountability/Results Report <input type="checkbox"/> 				

School Counselor Signature

Date

Principal/Evaluator Signature

Date

Comments Attached: _____ YES _____ NO

Principal/Evaluator Signature

Date

(Signature indicates questions above regarding comments has been addressed)

Note: The school counselor's signature on this form neither represents acceptance nor approval of the report. It does, however, indicate that the school counselor has reviewed the report with the evaluator and may reply in writing. The signature of the principal or evaluator verifies that the report has been reviewed and that the proper process has been followed according to the North Carolina State Board of Education Policy for the School Counselor Evaluation Process.