

Principal/Assistant Principal Summary Evaluation Score Sheet

This form provides a summary of the principal/assistant principal's ratings on all elements and standards and should be used to guide discussions regarding strengths and areas needing improvement. It may also be used to inform the principal/assistant principal's growth plan and development of personal and school goals for the subsequent year.

| QUALITY STANDARD | ELEMENT | RATING | | | | | |
|---|---|------------|------------|------------|------------|------------|-----------------------|
| | | B 0 pts | PP 1 pt | P 2 pts | A 3 pts | E 4 pts | # Points Earned |
| I. STRATEGIC LEADERSHIP | A. Principals collaboratively develop the vision, mission, values, expectations and goals of the school, collaboratively determine the processes used to establish these foundations, and facilitate their integration into the life of the school community. | | | | | | |
| | B. Principals ensure that a plan is in place that supports improved academic achievement and developmental outcomes for all students, and provides for data-based progress monitoring. | | | | | | |
| | C. Principals solicit input and collaborate with staff and their school community to implement strategies for change and improvements that result in improved achievement and developmental outcomes. | | | | | | |
| | D. Principals create and utilize processes to distribute leadership and support collaborative efforts throughout the school among Teachers and Administrators. | | | | | | |
| | Raw Points Earned for Standard I = | | | | | | |
| Determine Overall Rating for Standard I: 0 to 2 = Basic 3 to 5 = Partially Proficient 6 to 10 = Proficient 11 to 13 = Accomplished 14 to 16 = Exemplary | | | | | | | |
| Rating Level for Standard I = | | | | | | | |
| Determine Contribution of Standard I to the Final Professional Practices Rating: $(\text{Standard I weight [ex. .25=25\%]}) * 540 * \text{Total raw Standard I points} / 16 = \text{Standard I points calculated}$ $(\Sigma \text{ all 6 standards points calculated} = \text{total professional practices score})$ | | | | | | | |
| Points Calculated for Standard I = | | | | | | | |
| <i>(this number will be used in the overall professional practices calculation)</i> | | | | | | | |

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|------------------------------------|--|------------|------------|------------|------------|------------|-----------------------|
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| II. INSTRUCTIONAL LEADERSHIP | A. Principals promote school-wide efforts to establish, implement and refine appropriate expectations for curriculum, instructional practices, assessment and use of data on student learning based on scientific research and evidence-based practices that result in student academic achievement. | | | | | | |
| | B. Principals create processes and schedules which maximize instructional, collaborative and preparation time. | | | | | | |
| | C. Principals support Teachers through ongoing, actionable feedback and needs-based professional development to ensure that rigorous, relevant and evidence-based instruction and authentic learning experiences meet the needs of all students and are aligned across P-20. | | | | | | |
| | D. Principals hold all staff accountable for setting and achieving rigorous performance goals for all students, and empower staff to achieve these goals across content areas. | | | | | | |
| | E. Principals demonstrate a rich knowledge of effective instructional practices, as identified by research on best practices, in order to support and guide Teachers in data-based decision making regarding effective practices to maximize student success. | | | | | | |
| | Raw Points Earned for Standard II = | | | | | | |
| | Determine Overall Rating for Standard II: 0 to 3 = Basic 4 to 7 = Partially Proficient 8 to 12 = Proficient 13 to 16 = Accomplished 17 to 20 = Exemplary | | | | | | |
| | Rating Level for Standard II = | | | | | | |
| | Determine Contribution of Standard II to the Final Professional Practices Rating: (Standard II weight [ex. .25=25%]) * 540 * Total raw Standard II points / 20 = Standard II points calculated (Σ all 6 standards points calculated = total professional practices score) | | | | | | |
| | Points Calculated for Standard II = (this number will be used in the overall professional practices calculation) | | | | | | |

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|--|---|------------|------------|------------|------------|------------|--------------------|
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| III. SCHOOL CULTURE AND EQUITY LEADERSHIP | A. Principals articulate, model and positively reinforce a clear vision and values of the school's culture, and involve students, families and staff in creating an inclusive and welcoming climate that supports it. | | | | | | |
| | B. Principals promote the cognitive, physical, social and emotional health, growth and skill development of every student. | | | | | | |
| | C. Principals demonstrate a commitment to a diverse population of students by creating an inclusive and positive school culture, and provide instruction in meeting the needs of diverse students, talents, experiences and challenges in support of student achievement. | | | | | | |
| | D. Principals and their leadership team foster a school culture that encourages continual improvement through reliance on research, innovation, prudent risk-taking, high expectations for all students and Teachers, and a valid assessment of outcomes. | | | | | | |
| | Raw Points Earned for Standard III = | | | | | | |
| | Determine Overall Rating for Standard III: 0 to 2 = Basic 3 to 5 = Partially Proficient 6 to 10 = Proficient 11 to 13 = Accomplished 14 to 16 = Exemplary | | | | | | |
| | Rating Level for Standard III = | | | | | | |
| | Determine Contribution of Standard III to the Final Professional Practices Rating: (Standard III weight [ex. .25=25%]) * 540 * Total raw Standard III points / 16 = Standard III points calculated (Σ all 6 standards points calculated = total professional practices score) | | | | | | |
| | Points Calculated for Standard III = (this number will be used in the overall professional practices calculation) | | | | | | |

| QUALITY STANDARD | ELEMENT | RATING | | | | | # Points Earned |
|--|--|------------|------------|------------|------------|------------|-----------------|
| | | B 0 pts | PP 1 pt | P 2 pts | A 3 pts | E 4 pts | |
| IV. HUMAN RESOURCE LEADERSHIP | A. Principals ensure that the school is a professional learning community that provides opportunities for collaboration, fosters Teacher learning and develops Teacher leaders in a manner that is consistent with local structures, contracts, policies and strategic plans. | | | | | | |
| | B. Principals establish and effectively manage processes and systems that ensure a knowledgeable, high-quality, high-performing staff. | | | | | | |
| | C. Principals evaluate staff performance using the District's Educator evaluation system in order to ensure that Teachers and staff are evaluated in a fair and equitable manner with a focus on improving Teacher and staff performance and, thus, student achievement. | | | | | | |
| | Raw Points Earned for Standard IV = | | | | | | |
| | Determine Overall Rating for Standard IV: 0 to 1 = Basic 2 to 4 = Partially Proficient 5 to 7 = Proficient 8 to 10 = Accomplished 11 to 12 = Exemplary | | | | | | |
| | Rating Level for Standard IV = | | | | | | |
| | Determine Contribution of Standard IV to the Final Professional Practices Rating: (Standard IV weight [ex. .25=25%]) * 540 * Total raw Standard IV points / 12 = Standard IV points calculated (Σ all 6 standards points calculated = total professional practices score) | | | | | | |
| | Points Calculated for Standard IV = <i>(this number will be used in the overall professional practices calculation)</i> | | | | | | |

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| VI. EXTERNAL DEVELOPMENT LEADERSHIP | A. Principals design and/or utilize structures and processes which result in family and community engagement, support and ownership for the school. | | | | | | |
| | B. Principals strive to improve the profession by collaborating with their colleagues, School District leadership and other stakeholders to drive the development and successful implementation of initiatives that better serve students, Teachers and schools at all levels of the education system. They ensure that these initiatives are consistent with federal and state laws, School District and board policies, and negotiated agreements where applicable. | | | | | | |
| | C. Principals develop systems and relationships to leverage the School District and community resources available to them both within and outside of the school in order to maximize the school's ability to serve the best interest of students and families. | | | | | | |
| | Raw Points Earned for Standard VI = | | | | | | |
| | Determine Overall Rating for Standard VI: 0 to 1 = Basic 2 to 4 = Partially Proficient 5 to 7 = Proficient 8 to 10 = Accomplished 11 to 12 = Exemplary | | | | | | |
| | Rating Level for Standard VI = | | | | | | |
| | Determine Contribution of Standard III to the Final Professional Practices Rating: (Standard VI weight [ex. .25=25%]) * 540 * Total raw Standard VI points / 12 = Standard VI points calculated (Σ all 6 standards points calculated = total professional practices score) | | | | | | |
| | Points Calculated for Standard VI = <i>(this number will be used in the overall professional practices calculation)</i> | | | | | | |

Determining the Overall Rating for Professional Practices

Remember to go back to each standard and record the total points calculated and rating level for each standard using the chart below.

| QUALITY STANDARD | Total Points Calculated | Standards Rating Level |
|---|-------------------------|------------------------|
| I. Strategic Leadership | | |
| II. Instructional Leadership | | |
| III. School Culture and Equity Leadership | | |
| IV. Human Resource Leadership | | |
| V. Managerial Leadership | | |
| VI. External Development Leadership | | |
| Total Points for All Standards | | |

Translating the Total Points for All Standards to Overall Professional Practices Rating

| Total Number of Points Received | Rating for Number of Points Received | Total Number of Points Received for this Evaluation = |
|---------------------------------|--------------------------------------|---|
| 0 to 108 points | Basic | Overall Professional Practices Rating = |
| 109 to 216 points | Partially Proficient | |
| 217 to 324 points | Proficient | |
| 325 to 432 points | Accomplished | |
| 433 to 540 points | Exemplary | |