

SUMMATIVE EVALUATION FORM

Principal:	
School:	
Evaluator:	
Date for Form Submission to Principal:	

Purpose: This summative evaluation form combines multiple measures of principal performance to determine and document a principal’s overall performance rating for the evaluation cycle. The summative rating is used to guide professional growth and improvement recommendations. The summative document is based upon information previously documented through the Professional Practice Rating Form and the Principal Evaluation Rating Spreadsheet.

SUMMATIVE TEACHER PERFORMANCE AND NARRATIVE

Directions: Using the scoring matrix below, classify overall principal performance by combining the professional practice rating and student growth rating into an overall performance rating of Exceeds Expectations, Meets Expectations or Below Expectations.

		PROFESSIONAL PRACTICE RATING			
		UNSATISFACTORY	BASIC	PROFICIENT	DISTINGUISHED
STUDENT GROWTH RATING	HIGH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	EXPECTED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	LOW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/>	EXCEEDS EXPECTATIONS
<input type="checkbox"/>	MEETS EXPECTATIONS
<input type="checkbox"/>	BELOW EXPECTATIONS

EVALUATOR NARRATIVE

RECOMMENDATIONS AND ACKNOWLEDGEMENT

EVALUATOR RECOMMENDATION

Based on the evidence gathered throughout the evaluation cycle, the principal's performance will result in the development of a:

PROFESSIONAL GROWTH PLAN	PLAN OF ASSISTANCE
<input type="checkbox"/>	<input type="checkbox"/>

SIGNATURES

The signature of the employee shall not imply that the employee agrees with evaluation, but merely indicates that the evaluation has been discussed.

We have discussed the evaluation.

Evaluator: _____ Date: _____

Principal: _____ Date: _____

PROFESSIONAL JUDGEMENT (ONLY IF APPLICABLE)

		PROFESSIONAL PRACTICE RATING			
		UNSATISFACTORY	BASIC	PROFICIENT	DISTINGUISHED
STUDENT GROWTH RATING	HIGH	★	★		
	EXPECTED				
	LOW			★	★

SUMMATIVE EFFECTIVENESS RATING CATEGORIES

	EXCEEDS EXPECTATIONS
	MEETS EXPECTATIONS
	BELOW EXPECTATIONS
★	PROFESSIONAL JUDGMENT MAY BE EXERCISED

PROFESSIONAL JUDGEMENT - EVALUATOR NARRATIVE REQUIRED

If applicable, provide a narrative explaining justification for adjustments made to the principal’s final summative effectiveness rating.