

**USD 470 Arkansas City Public Schools**  
**Evaluation for the Improvement of Counseling**

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Name: \_\_\_\_\_ School: \_\_\_\_\_

Pre-tenured/Tenured (Circle one)

Grade Level: \_\_\_\_\_ Subject: \_\_\_\_\_ Date: \_\_\_\_\_

Observer Name: \_\_\_\_\_ Position: \_\_\_\_\_

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Rubric Ratings:

D = Distinguished

P = Proficient

B = Basic

U = Unsatisfactory

Domain 1:

Rating:

Evidence:

<b><i>Planning &amp; Preparation</i></b>	U	B	P	D	
<b>1a: Demonstrating Knowledge of Counseling Theory and Techniques</b>					
<b>1b: Demonstrating Knowledge of Child and Adolescent Development</b>					
<b>1c: Establishing Goals for the Counseling Program</b>					
<b>1d: Demonstrating Knowledge of Regulations, Policies and Resources</b>					
<b>1e: Integrating Counseling Program with Regular School Program</b>					
<b>1f: Developing a Plan of Reflection</b>					

Comments:

Domain 2:

Rating:

Evidence:

<i><b>The Counseling Environment</b></i>	U	B	P	D	
<b>2a: Creating an Environment of Respect and Rapport</b>					
<b>2b: Establishing a Culture for Productive Communication</b>					
<b>2c: Managing Routines and Procedures</b>					
<b>2d: Contributing to Positive Student Behavior</b>					

Comments:

Domain 3:

Rating:

Evidence:

<i><b>Delivery of service</b></i>	U	B	P	D	
<b>3a: Assessing Student Needs</b>					
<b>3b: Assisting Students in the Formulation of Personal Plans</b>					
<b>3c: Applying Counseling Techniques</b>					
<b>3d: Coordinating Resources to Meet Needs</b>					

Comments:

Domain 4: Rating: Evidence:

<b><i>Professional Responsibilities</i></b>	U	B	P	D	
<b>4a: Reflecting on Practice</b>					
<b>4b: Maintaining Accurate Records</b>					
<b>4c: Communicating with Families</b>					
<b>4d: Participating in a Professional Community (during contract hours/time)</b>					
<b>4e: Growing and Developing Professionally</b>					
<b>4f: Showing Professionalism</b>					

Comments:

***Recommendations for Improvement:***

***Recognized Overall Strengths:***

\_\_\_\_\_ Date

\_\_\_\_\_ Teacher's Signature

\_\_\_\_\_ Date

\_\_\_\_\_ Administrator's Signature

Items checked as unsatisfactory on this evaluation instrument are to be followed by a Plan of Assistance. The evaluatee has the right to reply to comments on the evaluation. A copy of the rebuttal must be provided to the evaluator within two weeks after receiving the evaluation. It will be attached to the instrument and forwarded to the district office.