Travis Unified School District

Certificated Counselor Evaluation Instrument

FORMATIVE - OBSERVATION

(Reference: Collective Bargaining Agreement, Article 12)

Date:

Start time:

End time:

Unit Member: _____ School Year:_____

Position:_____ Site/Location: _____

Unit Member Status: Temporary ☐ Intern ☐ Probationary-1 ☐ Probationary-2 ☐ Permanent ☐
(circle one)

Evaluator:_____ Title:_____

Circle unit member's two (2) focus standards below:

CALIFORNIA STANDARDS FOR THE COUNSELING PROFESSION

Preliminary Rating on Standard 1:			STANDARD I – Engage, advocate for, and support all students in learning
Meets/Exceeds	Needs Improvement	Does Not Meet	
			Observations/Comments:
* Ensure all students are engaged in a system of support designed for learning and academic success			
*Advocate for educational opportunity, equity, and access for all students			
*Advocate for the learning and academic success of all students			
*Identify student problems in their earliest stages and implement prevention and intervention strategies			
Preliminary Rating on Standard 2:			STANDARD II – Plan, implement, and evaluate programs to promote academic, career, personal, and social development of all students
Meets/Exceeds	Needs Improvement	Does Not Meet	
			Observations/Comments:
* Demonstrate organizational skills			
* Develop outcome-based programs			
* Assess program outcomes and analyze data			
* Demonstrate leadership in program development			
Preliminary Rating on Standard 3:			STANDARD III – Utilize multiple sources of information to monitor and improve student behavior and achievement
Meets/Exceeds	Needs Improvement	Does Not Meet	
			Observations/Comments:
*Assess student characteristics and utilize the information to plan for individual student growth and achievement			
*Interpret and use student assessment data with students and parents/guardians in developing personal, academic, and career plans			
*Monitor student personal, academic, and career progress			
Preliminary Rating on Standard 4:			STANDARD IV – Collaborate and coordinate with school and community resources
Meets/Exceeds	Needs Improvement	Does Not Meet	

*Build and maintain student support teams for student achievement			Observations/Comments:
* Provide consultation and education for counselors and parents			
* Develop working relationships within the school that include school staff members, parents, and community members			
* Coordinate support for community agencies			
Preliminary Rating on Standard 5:			STANDARD V – Promote and Maintain a Safe Learning Environment for all students
Meets/Exceeds	Needs Improvement	Does Not Meet	
			Observations/Comments:
*Promote a positive, safe, and supportive learning environment			
*Develop and implement programs that address the personal and social risk factors of students			
*Develop and implement programs that reduce the incidence of school site violence			
*Incorporate models of systemic school safety that address elements of prevention, intervention, and treatment into the school system			
Preliminary Rating on Standard 6:			STANDARD VI – Develop as a professional school counselor
Meets/Exceeds	Needs Improvement	Does Not Meet	
			Observations/Comments:
*Establish professional goals and pursue opportunities to improve			
*Model effective practices and continuous progress in school counseling			
*Adhere to professional codes of ethics, legal mandates, and district policies			

Attach additional pages if needed for additional comments.

Additional Comments – Evaluator	Additional Comments – Unit Member

Evaluator's Signature Date

Unit Member's Signature Date

(Unit member's signature does not necessarily indicate agreement.)

☐ Additional comments by evaluator are attached

☐ Additional comments by unit member are attached