Travis Unified School District

Certificated Nurse Evaluation Instrument

SUMMATIVE

(Reference: Collective Bargaining Agreement, Article 12)

Unit Member:_____ School Year:_____

Site/Location:_____

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

Evaluator:_____ Title:_____ Date:_____

The purpose of the performance evaluation is to help professional educators realize their potential by implementing an assessment process which will:

- **Inform, instruct, and improve services for students.**
- **Provide nurses with meaningful feedback on strengths and opportunities for growth.**
- **Ensure fair, evidence-based employment decisions.**

Evaluation Guidelines:
For Permanent unit members:
12.4.4.9 After the final observation, the evaluator shall complete the Summative Form and make a final evaluation recommendation.
12.4.4.10 The Summative evaluation shall be completed no later than 30 days prior to the last calendar day of the school year.
For Probationary/Intern/Temporary unit members:
12.4.5.10 The Summative evaluation shall be completed no later than March 10th.

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

CALIFORNIA STANDARDS FOR THE SCHOOL NURSING PROFESSION	
Final Rating on Standard 1:	Standard I-- Assessing and Evaluating Student Health and Developmental Status
Meets/Exceeds | Needs Improvement | Does Not Meet	
	Observations/Comments:
* Intervenes appropriately and effectively with actual and potential student health problems	
* Provides mandated health screening services accurately for students districtwide	
* Provides assessments for students with special needs as needed	
* Completes appropriate Individual School Health Plans for students with special health care needs	
* Collaborates effectively with staff, families and healthcare professionals to meet student health needs	
Final Rating on Standard 2:	Standard II-- Supporting School Staff by Serving as a Health Consultant
Meets/Exceeds | Needs Improvement | Does Not Meet	
	Observations/Comments:
* Provides inservice training on health and safety topics as needed	
* Participates effectively in SSTs, 504 meetings and IEPs for students with special health care needs	

* Interprets assessments and medical information to school staff as needed	
* Acts as a consultant to school staff for school health and safety concerns such as the AED, universal precautions, emergency medications and communicable diseases	
* Maintains, protects and manages confidential student health records	
* Participates in development and implementation of health education curriculum as needed	

Final Rating on Standard 3:			Standard III-- Coordinating Health Services throughout the School District
Meets/Exceeds	Needs Improvement	Does Not Meet	
			Observations/Comments:
* Promotes a safe and healthy school environment			
* Coordinates health care performed by Healthcare Specialists districtwide			
* Provides appropriate training to new Healthcare Specialists and ongoing training and supervision of health care tasks as needed for all Healthcare Specialists			
* Coordinates immunization program and communicable disease prevention program			
* Completes state mandated health reports annually			
* Provides case management for students with special healthcare needs			

Final Rating on Standard 4:			Standard IV -- Communicating Effectively
Meets/Exceeds	Needs Improvement	Does Not Meet	
			Observations/Comments:
* Maintains effective communication with Healthcare Specialists and other staff members to plan/promote optimum health care for students			
* Communicates effectively with parents regarding student health concerns as needed			
* Refers the student, parent or guardian to community resources as needed			
* Collaborates with healthcare providers as needed for student healthcare			
* Collaborates with community health agencies as needed to promote health and safety of students			

Final Rating on Standard 5:			Standard V -- Developing as a Healthcare Professional
Meets/Exceeds	Needs Improvement	Does Not Meet	
			Observations/Comments:
* Analyzes nursing practice and plans for professional development			
* Establishes professional goals and pursues opportunities to grow professionally			
* Completes continuing education in nursing biennially			
* Attends countywide nurses' meetings and participates in health promotion and planning activities			

Attach additional pages if needed for additional comments.

Additional Comments – Evaluator	Additional Comments – Unit Member

OVERALL RATING:

☐	Satisfactory	Two or more "Meets/Exceeds" and no more than one "Does not Meet"
☐	Needs Improvement	Fewer than two "Meets/Exceed" or two "Does not Meet" (Improvement Plan Required)
☐	Unsatisfactory	Three or more "Does not Meet" (Improvement Plan Required)

(If Unsatisfactory or Needs Improvement is selected, Evaluator must attach evidence of support offered or given to teacher during evaluation period. For Permanent unit members, before an overall rating of "Unsatisfactory" or "Needs Improvement" is given on the Summative evaluation, documented remediation and support is required no later than the one-hundred twenty-fifth (125th) TUSD school calendar workday.)

RECOMMENDATION (Check all that apply)

Probationary 1, Temps, Interns	**Probationary 2**	**Permanent**
☐ Continue Probationary Status	☐ Non-reemployment (or non-reelect)	☐ Continue Permanent Status; Next Evaluation Year: _____
☐ Develop Improvement Plan	☐ Move to Permanent Status	☐ Develop Improvement Plan
☐ Non-reemployment (or non-reelect)		

_____ _____

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