



COUNSELOR OBSERVATION FORM

Date:

Evaluator:

Evaluatee:

Site/Department:

Grade/Subject:

Time/Period:

I. Use the California Standards for the School Counseling Profession as a reference for each element listed:

- ❖ 1= Does not meet standard
- ❖ 2= Partially meets standard
- ❖ 3= Meets standard

➤ “N/O” for “not observed” may be entered.

II. Enter an overall level for each standard in the first column.

- If a majority of the elements are scored at any one level, 1, 2 or 3; then that is the level for that standard.
- A standard without a majority of observed elements with the same score will be scored “2.”

LEVEL	School Counselor Standards	Observation/Evidence of Standards
	ENGAGE, ADVOCATE FOR AND SUPPORT ALL STUDENTS IN LEARNING	
	1.1 Ensure all students are engaged in a system of support designed for learning and academic success.	
	1.2 Advocate for educational opportunity, equity and access for all students.	
	1.3 Advocate for the learning and academic success of all students.	

	1.4 Identify student problems in their earliest stages and implement prevention and intervention strategies	

LEVEL	School Counselor Standards	Observation/Evidence of Standards
	2. PLAN, IMPLEMENT, EVALUATE PROGRAMS TO PROMOTE ACADEMIC, CAREER, PERSONAL AND SOCIAL	
	2.1 Demonstrate organization skills.	
	2.2 Develop outcome-based program.	
	2.3 Assess program outcomes and analyze data.	
	2.4 Demonstrate leadership in program development	

LEVEL	School Counselor Standards	Observation/Evidence of Standards
	3. UTILIZE MULTIPLE SOURCES OF INFORMATION TO MONITOR AND IMPROVE STUDENT BEHAVIOR AND	
	3.1 Assess student characteristics and utilize the information to plan for individual student growth and achievement.	
	3.2 Interpret and use student assessment data with students and parents/guardians in developing personal, academic, and career plans.	
	3.3 Monitor student personal, academic, and career progress.	

LEVEL	School Counselor Standards	Observation/Evidence of Standards
	4. COLLABORATE AND COORDINATE WITH SCHOOL AND COMMUNITY RESOURCES.	
	4.1 Build and maintain student support teams for student achievement	

	4.2 Provide consultation and education for teachers and parents.	
	4.3 Develop working relationships within the school that include school staff members, parents and community members.	
	4.4 Coordinate support from community agencies	

LEVEL	School Counselor Standards	Observation/Evidence of Standards
	5. PROMOTE AND MAINTAIN A SAFE LEARNING ENVIRONMENT FOR ALL STUDENTS.	
	5.1 Promote positive, safe and supportive learning environment	
	5.2 Develop and implement programs that address the personal and social risk factors of students	
	5.3 Develop and implement programs that reduce the incidence of school site violence	
	5.4 Incorporate models of systemic school safety that address elements of prevention, intervention and treatment into the school system.	

OBSERVATION SUMMARY

Evaluatee:

Site:

Date:

Summary of observation, documents and discussion:

Goal(s) related to teaching standards:
Required if any standard score falls in “1: Does not meet standard”

Actions and Resources related to Goal(s):

Standard 6 Focus Elements:

- 6.1 Establish professional goals and pursue opportunities to improve.
- 6.2 Model effective practices and continuous progress in school counseling.
- 6.3 Adhere to professional codes of ethics, legal mandates and district policies.

Summary of progress on Standard 6:

Next Anticipated Evaluation: _____

Evaluator Signature: _____

Evaluatee Signature: _____

Date: _____

This report has been discussed with me in conference with the evaluator and I have received a copy of the Observation Form and Observation Summary. An opportunity has been extended to me to attach comments concerning this evaluation. Evaluatee's signature does not indicate agreement or disagreement with the evaluation.