

Natomas Unified School District
Professional Goal Setting for School Nurse and Speech and Language Pathologist Positions

Employee Name _____ Job Title _____

Employee Status: _____ Date _____

School Site(s): _____

Supervisor: _____

Section 1: Standard Alignment: How will your work as a School Nurse or Speech and Language Pathologist meet your professional standards for the current school year.

Select any two standards that align to your specific job that you will specifically monitor and assess this year. Identify the evidence used to show standard was met.

Standard	Evidence of Achievement
1.	
2.	
3. Parent Communication - What methods do you plan to use to communicate student progress and behavior to parents? (Include frequency, format and follow through)	

Section 2: Professional Growth Plan: Courses, workshops and other trainings/professional meetings that will improve your practice.

List all actions, courses, conferences, workshops, books, etc. that you will utilize to help you achieve each of your goals listed in Section 1.

Goal	Growth Plan
<i>Example: Attend a conference</i>	<i>Attend a conference/meeting/training that is aligned with your area of expertise and enhances your work in that profession, i.e. CASP, countywide health meetings, ASCA conference, CASC meetings, ASHA conference.</i>

1.	
2.	

Section 3: Goal Implementation: Based on acquired training and meeting student needs

Explain the various strategies and activities you will use throughout the year to accomplish each goal and the evidence you will gather to establish your accomplishment of each goal.

Goal	Strategies and Activities To Accomplish Goal	Evidence of Accomplished Goal
<i>Example</i>	<i>Develop IEP management system where timelines and IEP dates are clearly stated, create and organize IEP service logs, develop classroom/pull-out speech and language schedules and management techniques.</i>	<i>Posted rules/expectations in speech sessions IEP Timeline Organization System IEP Service/Speech Service Logs MAAR Billing Schedule and Records Classroom/Pull-Out Speech Schedule Parent Communication Logs Assessment Tracking System (annuals/tri-annuals) Counseling logs or therapy logs Health logs</i>
1.		
2.		

Section 4: Reflection

Form A

- At the close of the school year, write a paragraph reflecting on your Professional Growth for the entire year.
- Consider the success you achieved with each of the professional goals you selected at the beginning of the year.
- Assess the various strategies you used throughout the year, the growth plan you followed to achieve success, and the evidence you gathered to reflect your accomplishment.
- Evaluate the success you achieved with your two job specific standards you selected at the beginning of the year, your evidence of achievement.

Fall Meeting**Spring Meeting**_____
Employee's Signature_____
Date_____
Employee's Signature_____
Date_____
Supervisor's Signature_____
Date_____
Supervisor's Signature_____
Date

Natomas Unified School District

Pre-Observation and Reflection Form - Speech and Language Pathologist

Speech Name:

Supervisor:

Observation Date:

School Site(s):

Section 1: Speech Outline (to be completed before observation)

Identify the Speech standard(s) that will be addressed in this session

Identify the objective(s)

Identify the strategies you chose to meet student needs

Identify the assessment data you will use to establish the goal

Section 2: Pre-Observation Meeting

1. How does the content of this session build on what students have already learned in speech sessions?

2. How does the content of this plan relate to what the students you will be serving?

3. In your planning, how have you addressed the needs of student services?

(Responses might consider gender, culture, language proficiency, exceptionalities, economic status, skill level, or more individual concerns)

4. Standard 1: How will you identify and evaluate speech and language disorders?

5. Standard 2: How will you implement therapy?

6. Standard 3: How will you build professional relationships and strengthen personal attributes?

7. Standard 4: How will you comply with policies and procedures?

8. Standard 5: How are you meeting your goals as a speech and language pathologist (professional goals)?

Reflection

To be completed after observation and submitted to administrator at least 48 hours prior to the Post-Observation Conference

Using student progress toward their IEP/Counseling/Health goal(s), reflect on the level of student achievement and engagement in this session.

Natomas Unified School District
Speech and Language Pathologist Formal Evaluation Form

☐ Temporary ☐ Probationary 1 ☐ Probationary 2 ☐ Permanent

Employee Name _____ School Site(s) _____

Evaluator _____ Date _____

Standard 1: Identification and Evaluation of Speech and Language Disorders

- Appropriately analyze and interpret test results to make appropriate recommendations
- Use appropriate formal and informal assessment tools
- Prepare adequately for meetings
- Explain IEP content clearly, using language that parents understand
- Development of initial and triennial assessment reports
- Prepare IEP documents prior to meetings

OVERALL RATING FOR STANDARD:

☐ Emerging ☐ Exploring ☐ Applying ☐ Integrating ☐ Innovating

Evidence/Commendations/Recommendations:

Standard 2: Implementation of Therapy

- Record data on performance within session
- Implement activities that promote progress on the student's specific IEP goals
- Provide appropriate and accurate feedback to students
- Change activities or direction of session when student is not able to demonstrate success

OVERALL RATING FOR STANDARD:

☐ Emerging
 ☐ Exploring
 ☐ Applying
 ☐ Integrating
 ☐ Innovating

Evidence/Commendations/Recommendations:

Standard 3: Professional Relationships and Personal Attributes

- Demonstrate collaboration with families in IEP team meetings and other meetings
- Demonstrate collaboration within an IEP team and with other staff/meetings

OVERALL RATING FOR STANDARD:

☐ Emerging
 ☐ Exploring
 ☐ Applying
 ☐ Integrating
 ☐ Innovating

Evidence/Commendations/Recommendations:

Standard 4: Compliance with Policies and Procedures

- Maintain confidentiality and adhere to the IDEA, etc. regulations related to documentation and compliance
- Be involved in IEP assessment planning
- Following school safety policies and trainings

OVERALL RATING FOR STANDARD:

☐ Emerging
 ☐ Exploring
 ☐ Applying
 ☐ Integrating
 ☐ Innovating

Evidence/Commendations/Recommendations:

Standard 5: Professional Growth

- Participate in professional development
- Attend district provided training held during working hours
- Participate in state, school, local association meetings, conferences, and/or professional learning communities

OVERALL RATING FOR STANDARD:

☐ Emerging
 ☐ Exploring
 ☐ Applying
 ☐ Integrating
 ☐ Innovating

Evidence/Commendations/Recommendations:

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Employee Signature

Date

Evaluator Signature

Date

The employee's signature does not necessarily indicate agreement with the evaluation rating or its content, but indicates that he/she has received a copy of the evaluation. The employee shall have ten (10) working days from receipt to attach a written response to an evaluation before it is placed in the employee's personnel file.

Form D

Natomas Unified School District
Speech and Language Pathologist Summative Evaluation

Name:

School Year:

Assigned School Sites:

Date of Summary Evaluation Conference

 Temporary: ☐ | Probationary 1: ☐ | Probationary 2: ☐ | Permanent: ☐ | Other: ☐

<u>Professional Standards</u> Final evaluation is not limited to information gathered in formal observations	A Emerging	B Exploring	C Applying	D Integrating	E Innovating
Standard 1: Identification and Evaluation of Speech and Language Disorders					
Standard 2: Implementation of Therapy					
Standard 3: Professional Relationships and Personal Attributes					
Standard 4: Compliance with Policies and Procedures					
Standard 5: Professional Growth					

The completed Evaluator's Formal Observation Forms, containing comments related to the six Standards must be attached to the Summative Evaluation page.

☐ *Unsatisfactory*☐ *Needs Improvement*☐ *Satisfactory*☐ *Distinguished*

Distinguished = at least 3 Innovating and no marks less than Integrating

Needs Improvement = 2 marks in Columns A and/or B

Unsatisfactory = 3 or more marks in Columns A and/or B

Evidence/Concerns/Recommendations/Affirmations/Comments: