

## Principal/Assistant Principal Summary Evaluation Worksheet (Required)

This form may be used to summarize self-assessment and evaluation ratings in preparation for the mid-year and summary evaluation conferences. It may also be used as a record of walkthrough findings.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_ District: \_\_\_\_\_

Evaluator: \_\_\_\_\_ Title: \_\_\_\_\_

<b>Standard 1: Strategic Leadership</b>	Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
A. School Vision, Mission and Strategic Goals					
B. Leading Change					
C. School Improvement Plan					
D. Distributive Leadership					
<b>Overall Rating for Standard 1</b>					

<b>Standard 2: Instructional Leadership</b>	Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
A. Focus on Learning and Teaching, Curriculum, Instruction and Assessment					
B. Focus on Instructional Time					
<b>Overall Rating for Standard 2</b>					

<b>Standard 3: Cultural Leadership</b>	Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
A. Focus on Collaborative Work Environment					
B. School Culture and Identity					
C. Acknowledges Failures; Celebrates Accomplishments and Rewards					
D. Efficacy and Empowerment					
<b>Overall Rating for Standard 3</b>					

<b>Standard 4: Human Resource Leadership</b>	Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
A. Professional Development/Learning Communities					
B. Recruiting, Hiring, Placing and Mentoring of Staff					
C. Teacher and Staff Evaluation					
<b>Overall Rating for Standard 4</b>					

<b>Standard 5: Managerial Leadership</b>	Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
A. School Resources and Budget					
B. Conflict Management and Resolution					
C. Systematic Communication					
D. School Expectations for Students and Staff					
<b>Overall Rating for Standard 5</b>					

<b>Standard 6: External Development Leadership</b>	Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
A. Parent and Community Involvement and Outreach					
B. Federal, State and District Mandates					
<b>Overall Rating for Standard 6</b>					

<b>Standard 7: Micro-political Leadership</b>	Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
A. School Executive Micro-political Leadership					
<b>Overall Rating for Standard 7</b>					