

# Columbus City Schools 2020-2021 Evaluation Processes for School Counselors (OSCES)

(This information is subject to change as a result of new knowledge and/or decisions from legislation, the Ohio Department of Education, etc.)

#### **Full Evaluation Cycle**

#### **School Counselor Self-Assessment**

(School Counselor Completes by September 11)

# Professional Growth/Improvement Plan<sup>1</sup> Conference<sup>2</sup>

(Evaluator and/or School Counselor Complete by September 30) 1

## **Semester 1 Observation Cycle**

(Evaluator and School Counselor Complete by January 15)

- a) Pre-Observation Conference<sup>2</sup>
- b) 1 Observation (at least 30 min) & 1-4 Walkthroughs (10-20 min)
- c) Post-Observation Conference<sup>3</sup>

### **Semester 2 Observation Cycle**

(Evaluator and School Counselor Complete by March 26)

- a) Pre-Observation Conference<sup>3</sup>
- b) 1 Observation (at least 30 min) & 1-4 Walkthroughs (10-20 min)
- c) Post-Observation Conference
- d) Holistic Performance Rating (Assigned by Evaluator)

# Final Conference<sup>5</sup>

(Evaluator and School Counselor Complete by May 7)

# **Final Summative Rating**

Ineffective

Developing

Skilled

Accomplished

#### **Metrics of Student Outcomes**

In addition to a Final Summative Rating of Skilled or Accomplished, the school counselor must receive a rating of Skilled or higher on the metrics of student outcomes to be eligible to be placed on the Skilled or Accomplished Evaluation Cycle.

# "Accomplished" Evaluation Cycle

#### **Self-Assessment**

(School Counselor Completes by September 11)

### Self-Directed Professional Growth Plan<sup>1</sup>

(School Counselor Completes by September 30)

## **Observation Cycle**

(Evaluator and School Counselor Complete by March 26)

- a) 1 Observation (at least 30 min)
- b) 1 Conference
- c) Metrics of Student Outcomes Rating (Assigned by Evaluator) <sup>4</sup>

#### Final Conference<sup>5</sup>

(Evaluator and School Counselor Complete by May 7)

# **Final Summative Rating**

Accomplished

### "Skilled" Evaluation Cycle

#### Self-Assessment

(School Counselor Completes by September 11)

#### Professional Growth Plan Conference<sup>1</sup>

(Evaluator & School Counselor Complete by September 30)

#### **Observation Cycle**

(Evaluator and School Counselor Complete by March 26)

- a) 1 Observation (at least 30 min)
- b) 1 Conference
- c) Metrics of Student Outcomes Rating (Assigned by Evaluator) <sup>4</sup>

# Final Conference<sup>5</sup>

(Evaluator and School Counselor Complete by May 7)

# **Final Summative Rating**

Skilled

- School counselors with a final summative rating of Accomplished annually develop a self-directed Professional Growth Plan by September 30. School counselors with a final summative rating of Skilled also annually develop a Professional Growth Plan initiated by the school counselor and completed collaboratively with the evaluator. School counselors with a final summative rating of Developing annually develop a Professional Growth Plan with their evaluator who will grant final approval of the plan. School counselors with a final summative rating of Ineffective will develop an improvement plan with their evaluator who will grant final approval of the plan. The school counselor and evaluator should collaboratively pre-determine metrics of student outcomes they will use for that portion of the evaluation rubric at the beginning of the evaluation cycle when discussing the Professional Growth Plan or Improvement Plan.
- <sup>2</sup> The Growth/Improvement Plan Conference may be combined with the Semester 1 Pre-Observation Conference during the same meeting, but all appropriate documentation must be completed for each.
- <sup>3</sup> The Semester 1 Post-Observation Conference may be combined with the Semester 2 Pre-Observation Conference during the same meeting, but all appropriate documentation must be completed for each.
- <sup>4</sup> Evaluator and school counselor discuss the progress of the counselor's ability to produce a positive change throughout the school year using the pre-determined metrics established in the Professional Growth Plan (Rated at the end; progress monitored frequently).
- Evaluator and school counselor discuss Holistic Performance Rating and Final Summative Rating. School counselor receives printout of Final Summative Rating.
- \*Documentation must be submitted in ILEAD prior to next interaction and within seven school days of occurrence.