



Columbus City Schools OSCES

2024-2025 Evaluation

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

Full Evaluation Cycle

School Counselor Self-Assessment (School Counselor Completes by September 6)
Professional Growth/Improvement Plan¹ Conference² (Evaluator and/or School Counselor Complete by September 30) ¹
Semester 1 Observation Cycle (Evaluator and School Counselor Complete by January 17) a) Pre-Conference ² b) Formal Holistic Observation (at least 30 minutes; announced or unannounced) & Walkthrough(s) ³ (10-20 minutes) c) Post-Conference ⁴ (Includes discussion and documentation of progress on the professional growth plan and metrics of student outcome)
Semester 2 Observation Cycle (Evaluator and School Counselor Complete by April 10) a) Pre-Conference ⁴ b) Formal Holistic Observation (at least 30 minutes; announced or unannounced) & Walkthrough(s) ³ (10-20 minutes) c) Post-Conference (Includes discussion and documentation of progress on the professional growth plan and metrics of student outcome)
Final Holistic Completed (Evaluator Completes by April 17) Final Conference⁵ (Evaluator and School Counselor Complete by May 9)

Final Holistic Rating

Ineffective

Developing

Skilled

Accomplished

Metrics of Student Outcomes

If a Final Holistic Rating of Skilled or Accomplished is obtained, 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 the following year.

Accomplished Evaluation Cycle

Self-Assessment (School Counselor Completes by September 6)
Self-Directed Professional Growth Plan¹ (School Counselor Completes by September 30) ²
Observation Cycle (Evaluator and School Counselor Complete by April 10) a) Final Holistic Observation (at least 30 min; announced or unannounced) b) Conference(s) ² (includes discussion and documentation on the professional growth plan and metrics of student outcomes) ⁶ Deferring observation or conference(s) until second semester is not recommended.
Final Holistic Form Completed (Evaluator Completes by April 17) Final Conference⁵ (Evaluator and School Counselor Complete by May 9)

Final Holistic Rating

Accomplished

Skilled Evaluation Cycle

Self-Assessment (School Counselor Completes by September 6)
Professional Growth Plan Conference¹ (Evaluator & School Counselor Complete by September 30) ²
Observation Cycle (Evaluator and School Counselor Complete by April 10) a) Final Holistic Observation (at least 30 min; announced or unannounced) b) Conference(s) ² (includes discussion and documentation on the professional growth plan and metrics of student outcomes) ⁶ Deferring observation or conference(s) until second semester is not recommended.
Final Holistic Form Completed (Evaluator Completes by April 17) Final Conference⁵ (Evaluator and School Counselor Complete by May 9)

Final Holistic Rating

Skilled

¹ School counselors with a previous final holistic rating of Accomplished develop a self-directed Professional Growth Plan. School counselors with a previous final holistic rating of Skilled develop a Professional Growth Plan collaboratively with the evaluator. School counselors with a previous final holistic rating of Developing develop a Professional Growth Plan guided by their evaluator. School counselors with a previous final holistic rating of Ineffective will have an improvement plan created by their evaluator. 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.

² The Professional Growth/Improvement Plan Conference may be combined with the Semester 1 Pre-Conference or an Accomplished/Skilled Cycle conference during the same meeting, but all appropriate documentation must be completed for each separately.

³ Walkthroughs can occur at any point during the cycle (provided the Professional Growth Plan has been developed).

⁴ The Semester 1 Post-Conference may be combined with the Semester 2 Pre-Conference during the same meeting, but all appropriate documentation must be completed for each separately.

⁵ Evaluator and school counselor discuss Final Holistic. School counselor receives copy of Final Holistic Form.

⁶ Although only one conference is required, Professional Growth Plans/Metrics of Student Outcomes are to be reviewed regularly to check progress and to have collaborative conversations to strengthen practice. Thus, several conferences should take place throughout the school year.

Documentation must be submitted in OhioES prior to next interaction and within seven school days of occurrence.

Revised June, 2024