

MONTGOMERY COUNTY PUBLIC SCHOOLS

Final Evaluation Report: School Psychologist

Department of Professional Growth Systems
Office of Human Resources and Development
 MONTGOMERY COUNTY PUBLIC SCHOOLS
 Rockville, Maryland 20850

DIRECTIONS: Evaluators complete a narrative description based on the following performance standards for school psychologists. The narrative will reflect information gathered from a variety of sources, including: review of data collection, formative and summative observations (both professional and administrative), review of consultation or assessment case samples and evidence of contributions to overall school and department missions. Additional documentation might include: functional behavior assessment and behavior improvement plans, mental health clinical case notes, logs, and/or the school psychologist during the length of the cycle. Please see Page 2 for directions for Completion of Final Evaluation Dates.

School Psychologist _____

Employee Number _____ Years of MCPS Experience _____

Principal/Supervisor _____

- Type First-year Probationary Special Education Tenured (4-year cycle)
 Second-year Probationary Tenured/First-Year School Psychologist Tenured (5-year cycle)
 Third-year Probationary Tenured (3-year cycle)

Office _____

Performance Standards:

- I. School psychologists are committed to students and their learning.
- II: School psychologists have knowledge and apply educational and psychological theories and practices that are evidence supported and know how to deliver these services to schools.
- III: School psychologists demonstrate skills in consulting, collaborating, and communicating effectively with others.
- IV: School psychologists utilize varied models and methods of authentic assessment and data collection/analysis to identify academic, social/emotional and mental health strengths and needs; develop effective services and programs and measure progress toward targeted outcomes.
- V: School psychologists actively participate in activities designed to continue, enhance, and upgrade their professional skills to ensure high-quality service provision.
- VI. School psychologists exhibit a high degree of professionalism.

Dates of Observations (announced?)	____/____/____ <input type="checkbox"/> Yes	____/____/____ <input type="checkbox"/> Yes	____/____/____ <input type="checkbox"/> Yes	____/____/____ <input type="checkbox"/> Yes
Date of Post-Observation Conference	____/____/____	____/____/____	____/____/____	____/____/____
Dates of Post-Observation Conference Report (POCR)	____/____/____	____/____/____	____/____/____	____/____/____

Final Rating Meets Standard Below Standard

Evaluator's Signature _____ Date ____/____/____

Principal's/Supervisor's Signature _____ Date ____/____/____

School Psychologist's Signature _____ Date ____/____/____

(School psychologist's signature indicates that school psychologist has read and reviewed the final evaluation, not necessarily that the school psychologist concurs with the contents. School psychologist may choose to attach comments.)

Directions for Completion of Final Evaluation Dates

Please see summary of minimum required formal observation chart in the [Teacher-Level Professional Growth System Handbook](#) for more information.

Dates of Observation:

For school psychologists in their evaluation year, at least two formal observations by principal or qualified observer are required. For tenured and second- and third-year probationary school psychologists, three observations are required if the school psychologist may be rated below standard. In all cases, one of the formal observations must be announced. At least one of the formal observations must be done each semester.

Dates of Conferences:

Post-observation conferences should be held within three duty days after the formal observation. Conferences may be delayed by mutual agreement, due to extenuating circumstances. For employees who are not meeting standard, it is highly advisable to maintain documentation to demonstrate the conference was delayed by mutual agreement. (This documentation may be requested by the PAR Panel to ensure the evaluation was conducted with fidelity.)

Dates of POCR delivery:

For employees who are not meeting standard, the evaluator must provide the dates on which the POCR was delivered to the employee. If the employee refuses to sign as acknowledgement of receipt of the POCR, please include the signature of a witness.