



Final Evaluation Report: Resource Counselor

Professional Growth System
Office of Human Resources and Development
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland 20855

MCPS Form 425-47
March 2011

Directions: Evaluators complete a narrative description based on the following performance standards for school counselors. The narrative includes information gathered from a variety of sources, including: counselor observations; evidence of contributions to overall school mission and climate; review of data collection and analysis from the Comprehensive Guidance and Counseling Program implementation report; review of student, staff and parent surveys; review of professional growth plans and implementation results; and any other documents collected by the evaluator and/or counselor during the full length of the cycle. Additional documents might include needs assessment data; sample classroom guidance lessons; counselor materials generated to support school-wide positive behavior or character education initiatives; plans from responsive counseling groups; counselor schedules, logs, or calendars; guidance department communications; notes from students, parents, or teachers; counselor newsletters; documentation of teacher and/or parent consultation; and any other materials which demonstrate that standards have been met.

Resource Counselor _____

Employee Number _____ Years of MCPS Experience _____

Principal _____

- Type
- | | |
|---|---|
| <input type="checkbox"/> First-year Probationary | <input type="checkbox"/> Tenured First-Year Counselor |
| <input type="checkbox"/> Second-year Probationary | <input type="checkbox"/> Tenured (3-year cycle) |
| <input type="checkbox"/> Third-year Probationary | <input type="checkbox"/> Tenured (4-year cycle) |
| <input type="checkbox"/> Special Evaluation | <input type="checkbox"/> Tenured (5-year cycle) |

School _____

Performance Standards:

- I. Resource counselors are committed to students and their learning.
- II. Resource counselors know counseling theories and techniques and their application to student learning and development.
- III. Resource counselors collaborate in the process of establishing and facilitating a positive learning environment to enhance student growth and achievement.
- IV. Resource counselors collaborate to continually assess and analyze student needs in order to develop appropriate counseling and guidance interventions/programs.
- V. Resource counselors are committed to continuous improvement and professional development.
- VI. Resource counselors exhibit a high degree of professionalism.
- VII. Resource counselors are committed to students and staff through effective school and department leadership.

Dates of Observations _____

Dates of Conferences _____

Final Rating (Counselor) Meets Standard Below Standard

Final Rating (Resource Counselor) Meets Standard Below Standard

Evaluator's Signature _____ Date _____

Principal's Signature _____ Date _____

Resource Counselor's Signature _____ Date _____

(Resource counselor's signature indicates that resource counselor has read and reviewed the final evaluation, not necessarily that the counselor concurs with the contents. Resource counselors may choose to attach comments.)