

Huron Intermediate School District Ancillary Staff/Consultant Evaluation Rubric School Year

Staff	Evaluator	Date(s) of Observation

Stat	<u> </u>	Evaluator Date(s) of Observation				
1.	Str	dent Growth				
1.	Bit					
~		a. Measure not yet determined				
Co	mme	nts				
2.	Pla	nning and Preparation				
	a.	Demonstrates Knowledge of Area of Service				
	a.	Expertise in targeted service and related resources				
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	b.	Demonstrates Knowledge of Individuals Receiving Services				
		Characteristics of age group; family background, varied approaches to learning, skills and knowledge, interests, and cultural heritage; multiple intelligences and learning styles; differentiated instruction				
	c.	Designs Appropriate Strategies Aligned with Targeted Goals				
		Strategies consistent with best practice and current research, integrity, good judgment, materials and resources, therapy strategies, evaluation				
	1	techniques, problem solving				
	d.	Uses Time Wisely				
~		Time applied to tasks to be accomplished				
Co	mme	nts				
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3.	En	vironment				
	a.	Creates an Environment of Respect and Rapport				
		Interaction with individuals receiving services				
	b.	Establishes a Culture for Growth				
		Appropriate expectations for learning and achievement, belief in potential for growth/improvement				
	c.	Orchestrates Procedures Conducive to Learning				
	С.	Management of work groups, transitions, materials and supplies, performance of noninstructional duties				
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	d.	Manages Learner Behavior				
		Appropriate expectations, implementation of positive behavioral supports				
	e.	Organizes Physical Space				
		Safety and arrangement of furniture/objects, appearance of work space, use of physical resources				
	f.	Practices School Health and Safety Procedures				
		Knowledge of fire, disaster, and crisis procedures; precautionary measures related to bloodborne pathogens				
Co	Comments					

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4.	De	livery of Services
	a.	Communicates Clearly and Accurately Directions and procedures, oral and written language
	b.	Engages Individuals in Targeted Service
		Content of service delivery, activities; grouping of learners, motivation, participation; materials and resources; structure and pacing
	c.	Provides Feedback to Individuals Quality—accurate, substantive, constructive, and specific; timeliness
	d.	Demonstrates Flexibility During Delivery of Services
		Continuous monitoring and adjustment of service delivery, problem solving
	e.	Uses Service Delivery Time Productively Full use of available time to achieve targeted goals
	f.	Assigns Appropriate Follow-Up Tasks
		Duration and frequency, relevant, connected to targeted goals
	g.	Engages in Long-Range Reflection of Service Delivery Goals of targeted individuals accomplished
Co	mm	
5.	Pr	ofessional Responsibilities
	a.	Maintains Accurate Records
	1.	Service delivery records, forms Construction of the Property Family Birthian Associates
	b.	Communicates with Parents, Families, Districts, Agencies Information about targeted program, engagement of families, ongoing connections with districts/agencies; appropriate interactions with customers
	c.	Cooperates with Colleagues and Support Staff Respectful, courteous interaction with staff; team player; fair share of ideas, materials, committee work
	d.	Cooperates with Administration
L		Positive participation in staff meetings, committees, improvement initiatives; follows administrative directives
	e.	Follows Huron ISD/Building Policies and Procedures
	C	Regulations spelled out in Personnel Handbook; building security
L	f.	Works Toward Professional Growth Ongoing learning
	g.	Demonstrates Professionalism
Co	mm	Confidentiality in all matters; integrity, initiative, advocacy, good judgment; dress and grooming; attendance, punctuality
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6.	a.	Ancillary Staff/Consultant Attendance
	<u>а.</u> b.	Ancillary Staff/Consultant Disciplinary Record
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	d.	Accomplishments and Contributions Above Normal Expectations Non-required but Relevant Special Training
Ca		
Co	mm	ents

Post-Observation Conference

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Suggestions for Improvement					
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Staff's Signature	Evaluator's Signature	Post-Observation Conference Date (within five days of observation)			

12/15/11