

# LSC Evaluation of the Principal

Principal Name: \_\_\_\_\_

School Name: \_\_\_\_\_

Rating Period: \_\_\_\_\_

## **Principal Professional Practice**

Enter a number for each of the Key Behaviors below using the following scale: 1 = Strongly Disagree; 2 = Disagree; 3 = Agree; 4 = Strongly Agree.

### **DOMAIN 1: Organizational Leadership**

Key Behavior	Score (1-4)
<b>COMPONENT 1a- <i>Vision, Mission &amp; Goals</i>: Collaborates with the school community to set vision, mission and goals that reflect high expectations for every student.</b>	
1	Creates Continuous Improvement Work Plan (CIWP) goals with input from students, staff, families, and other members of the community
2	Regularly makes connections to the school vision and mission
3	Advocates for historically marginalized students (persons of color, various gender identities, English learners, Special Education)
<b>COMPONENT 1b- <i>Strategic Planning &amp; Change Management</i>: Works with staff and caregivers to align resources to school goals.</b>	
4	Collaborates with LSC and school stakeholders to align the budget with the school's strategic plan
5	Takes action to ensure that staff have the necessary materials, supplies, and equipment
<b>COMPONENT 1c- <i>Continuous Improvement</i>: Leads continuous improvement processes, including tracking school goals and addressing areas of improvement.</b>	
6	Encourages staff to be reflective and feel safe in admitting areas/ practices that need improvement
7	Encourages use of data broken down to examine how different groups of students (especially historically marginalized) are doing
8	Uses data to identify areas to prioritize for improvement
9	Celebrates successes

After you have assessed each Key Behavior, add the points and divide the total by 9 to get the Domain Score.

Domain 1 Score: Rounded to the nearest tenth (Between 1.0 and 4.0) \_\_\_\_\_

## DOMAIN 2: Instructional Core

Key Behavior		Score (1-4)
<b>COMPONENT 2a-Courses &amp; Content:</b> <i>Takes action to ensure academic programming responds to students' needs and sets them on a path to success after graduation.</i>		
1	Takes action to ensure course offerings and coursework prepare students for success in school and after graduation	
2	Takes action to ensures coursework is representative of diverse identities and perspectives of the student body and community	
<b>COMPONENT 2b-Instructional Strategies:</b> <i>Takes action to ensure instructional strategies meet needs of all types of students.</i>		
3	Understands instructional strategies aligned with the school focus (e.g., fine and performing arts, STEAM, gifted, magnet, and International Baccalaureate schools)	
4	Takes action to ensure each student receives instruction aligned to their needs	
<b>COMPONENT 2c-Assessment Data:</b> <i>Takes action to ensure the school monitors what students are learning and adjusts.</i>		
5	Takes action to ensure that teachers use common tests to track student progress	
6	Takes action to ensure teachers have time and protocols to look at test results and make adjustments to instruction accordingly	

After you have assessed each Key Behavior, add the points and divide the total by 6 to get the Domain Score.

Domain 2 Score: Rounded to the nearest tenth (Between 1.0 and 4.0) \_\_\_\_\_

## DOMAIN 3: Climate & Culture

Key Behavior		Score (1-4)
<b>COMPONENT 3a-Family &amp; Community Engagement:</b> <i>Builds strong relationships with families, LSCs, and community members.</i>		
1	Is visible and approachable (e.g., at school and community events, parent meetings, etc.)	
2	Encourages those most impacted by a decision to contribute their perspectives	
3	Uses multiple strategies to communicate with families and the community that are aligned to their preferences for format, tone, and language	
<b>COMPONENT 3b-Connectedness &amp; Well-being:</b> <i>Creates a safe and welcoming environment for students, staff, and self</i>		
4	Takes action to ensure safety of students, staff, and self	
5	Seeks to understand and demonstrate value for identities and values of students and staff	
<b>COMPONENT 3c-Systems &amp; Structures:</b> <i>Effectively communicates and manages school logistics.</i>		
6	Ensures that students, staff, and families receive clear and timely information	
7	Creates schedules and procedures (e.g., for class transitions, dismissal, recess, etc.) that are safe and meet student needs	

After you have assessed each Key Behavior, add the points and divide the total by 7 to get the Domain Score.

Domain 3 Score: Rounded to the nearest tenth (Between 1.0 and 4.0) \_\_\_\_\_

## DOMAIN 4: Talent

Key Behavior		Score (1-4)
<b>COMPONENT 4a- <i>Development &amp; Evaluation</i>: Provides strong professional learning opportunities for staff</b>		
1	Creates multiple opportunities for teacher learning, including large group professional development, grade level and content team specific development, and/or individualized coaching	
2	Provides (or ensures others provide) timely feedback to teachers to help them improve	
<b>COMPONENT 4b- <i>Professional Culture &amp; Retention</i>: Creates a positive working environment for staff</b>		
3	Builds trusting relationships with and among staff (e.g., provides opportunities for staff to get to know one another through social events or personality tests, etc.)	
4	Conveys care and appreciation (e.g., calling to check in on a staff member who is sick, handwriting notes, acknowledging individual and team accomplishments, hosting celebration events)	
<b>COMPONENT 4c- <i>Distributed Leadership</i>: Builds strong teams and shares leadership</b>		
5	Oversees an Instructional Leadership Team and ensures there is time and space for the team to collaborate and plan	
6	Develops leadership skills of other staff and distributes responsibilities to them	

After you have assessed each Key Behavior, add the points and divide the total by 6 to get the Domain Score.

Domain 4 Score: Rounded to the nearest tenth (Between 1.0 and 4.0) \_\_\_\_\_

## **Principal Professional Practice Summary**

Complete the table below by entering the Domain Scores from pages 1 through 3 into the Domain Score column. These Domain Scores are then multiplied by the Weights listed below to calculate a Weighted Score. The Weighted Scores are then added together to determine the Principal's Professional Practice Score. This section of the Principal Performance Evaluation must be completed and voted on by the LSC by June 30th.

Domain	Description	Domain Score	Weight (%)	Weighted Score
Domain 1	Organizational Leadership		0.25	
Domain 2	Instructional Core		0.25	
Domain 3	Climate and Culture		0.25	
Domain 4	Talent		0.25	
Preliminary Principal Professional Practice Score				
Preliminary Principal Professional Practice Rating Level (See Rating Key)				
<b>Final Principal Professional Practice Score</b>				
<b>Final Principal Professional Practice Rating Level (See Rating Key)</b>				

**Date the LSC Voted to Approve the Principal Professional Practice Score and Rating Level:** \_\_\_\_\_

LSC Chair Signature: \_\_\_\_\_

	Number of Votes
Yes Votes	
No Votes	
Abstained from Vote	

## **Comments**

If the Final Principal Professional Practice Evaluation Rating is different from the Preliminary Principal Professional Practice Rating above, please provide an explanation below.

Principal Responses:

## **Student Growth and Other Measures**

The Student Growth and Other Measures score is calculated by the CPS Office of Accountability based on the scoring found in the Board's School Quality Rating Policy (SQRP) for those SQRP metrics specified by the CEO. The same SQRP metrics and scoring used for the CEO's Principal Evaluation will be used for the LSC's Principal Evaluation. The SQRP metrics specified by the CEO and related scoring are itemized on the Student Growth and Other Measures report provided to LSCs by the CPS Office of Accountability in the Fall. Please enter the Score and Rating Level from the CPS Student Growth and Other Measures report below.

Indicator	Description	Score (1-4)
Student Growth and Other Measures	Score from SQRP metrics specified by the CEO and itemized in the Student Growth and Other Measures Report for LSCs	
<b>Student Growth and Other Measures Rating Level (See Rating Key)</b>		

## **Preliminary Summative Rating**

Complete the table below by entering the Principal Professional Practice Score and the Student Growth and Other Measures Score into the column labeled Score. Then multiply each Score by .50 to determine a Weighted Score. These Weighted Scores are then added together to determine the Preliminary Summative Rating. If for any reason a SQRP report is not issued to a school for a particular school year, the final rating shall be determined based on the Principal Professional Practice Score only, which shall include any Additional Indicators. This Preliminary Summative rating is subject to final review and determination by the LSC. In the event the LSC awards a Final Summative Rating that is different from the Preliminary Summative Rating, the LSC shall include an explanation on page 5.

Component	Score	Weight	Weighted Score
Principal Practice		0.50	
Student Growth and Other Measures		0.50	
<b>Preliminary Summative Rating Score</b>			
<b>Preliminary Summative Rating Level</b>			

## **Additional Indicators (Optional)**

The Additional Indicators section is optional. The LSC and principal may decide to include Additional Evaluation Indicators to the principal's annual performance evaluation. All Additional Indicators must be agreed upon by the LSC and principal and recorded by November 1st or such later date as specified by the CEO. If more than two Additional Indicators are specified, please attach additional pages. For each indicator included below, write a description of the indicator. Please use these indicators to inform the Final Summative Principal Evaluation Rating.

Indicator	Description
Indicator 1 (optional)	
Indicator 2 (optional)	

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## **Rating Key**

Rating	Min. Score	Max. Score
Excellent	3.5	4
Proficient	2.5	3.4
Developing	1.5	2.4
Unsatisfactory	1	1.4

## **Final Summative Principal Evaluation Rating**

The LSC shall determine the Principal's Final Summative Evaluation Rating after considering all scores in the Preliminary Summative Rating section of this form along with the additional indicators and other factors deemed relevant. Please check the box below to record the Final Summative Rating issued to the Principal. If the Final Summative Rating is different from the Preliminary Summative Rating, the LSC shall indicate the reasons and rationale for the differences in the Comments section provided below.

	Rating	
Final Summative Principal Evaluation Rating	Excellent	
	Proficient	
	Developing	
	Unsatisfactory	

Date the LSC voted to approve the Final Summative Principal Evaluation Rating Level: \_\_\_\_\_

Number of Votes

Yes Votes	
No Votes	
Abstained from Vote	



## **Comments**

LSC additional Principal Evaluation comments below.

If the Final Summative Principal Evaluation Rating is different from the Preliminary Summative Rating on page 3, please provide an explanation below as well.

Principal Responses:

## **Signatures**

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LSC Chair Name (print)

Date

Signature

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Principal Name (print)

Date

Signature