

# COUNSELOR APPRAISAL

## OVERVIEW

Austin ISD has developed a new counselor appraisal system to begin in 2018-2019. The appraisal covers 3 areas:

- Counseling Program
- Professional Growth and Responsibilities
- Goal Setting

### Counseling Program

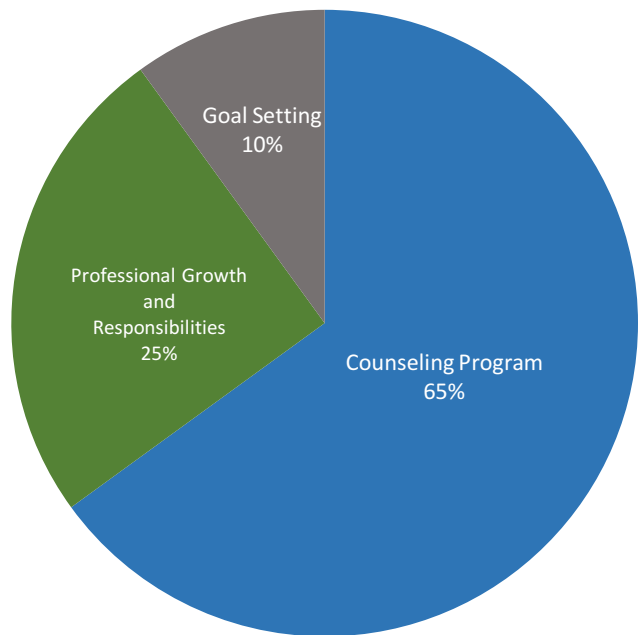
- Rubric that covers 5 strands related to the counseling program
  - Student Standards
  - School Counselor Core Curriculum
  - Individual Planning
  - Responsive Services
  - Indirect Student Services

### Professional Growth and Responsibilities

- Rubric that covers 3 strands related to professionalism:
  - Professional Competencies
  - Program Focus
  - Professional Responsibilities

### Goal Setting

- The final component is a goal setting piece that will allow counselors to set a measurable goal considering the SMART goal process of being Specific, Measurable, Attainable, Relevant, and Time-Bound. The goal would include a numerical target that references baseline data. Towards the end of the year, counselors would share their results and the appraiser will score them on the scale listed below.
- Scored based on 1-4 scale
  - 4 = Met or Exceeded
  - 3 = Improved but didn't meet
  - 2 = Stayed the same
  - 1 = Decreased from baseline
  - 0 = Did not complete



## ADDITIONAL PROCESS COMPONENTS

The Counselor Appraisal also includes the following elements that are part of the counselor appraisal process:

- Individual Learning Plan – a reflection that will allow counselors to share areas of strength and growth with their appraiser
- Beginning of the Year Conference- a time to meet to discuss rubrics and goal setting
- One announced visit during the year for the appraiser to observe counselor practice. This could be in small groups, career day, classroom lessons, grade level meetings, or any other activity.
- Summative Conference

**All Counselors will be registered in HCP for the Online Orientation by August 14, 2018. Counselors will have 21 days to complete the module. The online orientation must be completed on or before *September 4, 2018*.**

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