

NEWPORT NEWS PUBLIC SCHOOLS
Summative Assessment Report
Instructional Coaches



Name _____ SSN _____
 School _____ Date _____
 Position/ Assignment _____
 Assessor: _____

Assess the coach in all domains as related to the **Instructional Coach Performance Standards**. Based on the evidence gathered since the previous Summative Assessment, note the level of performance as described by the rubric (U=Unsatisfactory, B=Basic, P=Proficient, D=Distinguished) to rate all components in each domain. Complete the narrative section for each domain. Rate each domain according to division expectations.

Domain 1: Planning and Preparation

Rating	COMPONENT
	1a. Demonstrates knowledge of current trends in specialty area and professional development
	1b. Demonstrates knowledge of the school's/district initiatives, and levels of teacher skill in delivering that program
	1c. Establishes goals for the instructional program that are based on student achievement data and are appropriate to the setting and the teachers served
	1d. Demonstrates knowledge of resources, both within and beyond the school and district
	1e. Plans to support the instructional program, integrated with the overall school program
	1f. Develops a plan to monitor the implementation of the instructional program

Summary for Domain 1:

Suggestions for Domain 1:

Rating for Domain 1

	Meets division expectations
	Exceeds division expectations
	Does not meet division expectations

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Domain 2: The Learning Environment

Rating	COMPONENT
	2a. Creates an environment of trust and respect
	2b. Establishes a culture for ongoing instructional improvement
	2c. Establishes clear procedures for teachers to gain access to instructional support
	2d. Establishes and maintains norms of behavior for professional interactions
	2e. Organizes physical space for workshops or training, including use of training equipment, arrangement of furniture for visual access, traffic flow, and match between the physical arrangement and workshop activities

Summary for Domain 2:

Suggestions for Domain 2:

Rating for Domain 2

	Meets division expectations
	Exceeds division expectations
	Does not meet division expectations

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Domain 3: Delivery of Service

Rating	COMPONENT
	3a. Collaborates with teachers in the design and planning of instructional units and lessons
	3b. Engages teachers in learning new instructional skills
	3c. Observes and provides relevant feedback to teachers
	3d. Provides side-by-side coaching in a classroom setting
	3e. Shares expertise with staff, e.g., through teaching model lessons, presenting workshops, facilitating study groups
	3f. Locates resources for teachers to support instructional improvement
	3g. Demonstrates flexibility and responsiveness
	3h. Designs and delivers coherent instruction

Summary for Domain 3:

Suggestions for Domain 3:

Rating for Domain 3

	Meets division expectations
	Exceeds division expectations
	Does not meet division expectations

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Domain 4: Professional Responsibility

Rating	COMPONENT
	4a. Reflects on practice
	4b. Establishes and maintains reports and records
	4c. Coordinates work with other instructional personnel
	4d. Participates in a professional community
	4e. Engages in professional development
	4f. Maintains confidentiality
	4g. Demonstrates professionalism by advocating for students
	4h: Meets with administrators on the status and implementation of instructional program

Summary for Domain 4:

Suggestions for Domain 4:

Rating for Domain 4

	Meets division expectations
	Exceeds division expectations
	Does not meet division expectations

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_____	_____ Meets or _____ Exceeds
Instructional Coach's Name	
<p>Newport News Public Schools Standards for Instructional Coaches Performance and is recommended for continued employment.</p>	

OR

_____	does not meet the Newport News Public Schools Standards for Instructional Coach Performance and is
Instructional Coach's Name	
_____ recommended for continued employment with a Plan of Action for the _____ school year, or	
_____ not recommended for continued employment.	

Assessor's Signature

Date

Coach's Signature

Date

Note: My signature on this summative assessment indicates that I have seen this document. It does not necessarily indicate that I agree with the assessment. I understand that I have the right to respond in writing to the statements and/or assessors within ten working days and my comments will be attached to the summative assessment form in my file in the Human Resources Department.

1 copy – Coach

1 copy- Assessor

1 copy- Human Resources File