### Specialized Service Professionals Summary Evaluation Sheet – *Occupational Therapist*

This form provides a summary of the ratings on all elements and standards and should be used to guide discussions regarding strengths and areas needing improvement. It may also be used to inform the specialized service professional’s growth plan for the subsequent school year.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| QUALITY STANDARD | ELEMENT | | RATING POINTS | | | | | |
| B | PP | P | A | E | # Points Earned |
| 0 pts | 1 pt | 2 pts | 3 pts | 4 pts |
| I:  MASTERY OF AND EXPERTISE IN DOMAIN | 1. Demonstrate knowledge of current developmental science, the ways in which learning takes place and the appropriate levels of intellectual, social and emotional development of their students. | |  |  |  |  |  | **4** |
| 1. Demonstrate knowledge of effective services and/or specially designed instruction that reduce barriers to and support learning in literacy, math and other content areas. | |  |  |  |  |  | **3** |
| 1. Integrate evidence-based practices and research findings into their services and/or specially designed instruction. | |  |  |  |  |  | **4** |
| 1. Demonstrate knowledge of the interconnectedness of home, school and community influences on student achievement. | |  |  |  |  |  | **4** |
| 1. Demonstrate knowledge of and expertise in their professions. | |  |  |  |  |  | **4** |
| Total Points Earned for Standard I | | | | | | | **19** |
| Determine Rating for Standard I: | 0 to 2 = Basic  3 to 7 = Partially Proficient  8 to 12 = Proficient  13 to 17 = Accomplished  18 to 20 = Exemplary | | | | | | Exemplary |
| **Determine Contribution of Standard I to the Overall Professional Practices Rating:**  **(Total Points Earned for Std.I) X (Std. I Weight X No. of Stds.) =**  **(Number of Elements Associated with Standard I)**  **Calculation Work Space :\***  **19 x (.20 x 5)**  **5** | | | | | | | | 3.80 |

\*All calculations should be carried to three decimal places and results rounded to two decimal places.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| QUALITY STANDARD | ELEMENT | | RATING POINTS | | | | | |
| B | PP | P | A | E | # Points Earned |
| 0 pts | 1 pt | 2 pts | 3 pts | 4 pts |
| II:  SAFE, INCLUSIVE and RESPECTFUL ENVIRONMENT | 1. Foster safe and accessible learning environments in which each student has a positive, nurturing relationship with caring adults and peers | |  |  |  |  |  | **3** |
| 1. Demonstrate respect for diversity within the home, school and local and global communities. | |  |  |  |  |  | **4** |
| 1. Engage students as unique individuals with diverse backgrounds, interests, strengths and needs. | |  |  |  |  |  | **4** |
| 1. Engage in proactive, clear and constructive communication and work collaboratively with students, families and other significant adults and/or professionals. | |  |  |  |  |  | **4** |
| 1. Select, create and/or support accessible learning environments characterized by acceptable student behavior, efficient use of time and appropriate behavioral strategies. | |  |  |  |  |  | **3** |
| Total Points Earned for Standard II | | | | | | | **18** |
| Determine Rating for Standard II: | 0 to 2 = Basic  3 to 7 = Partially Proficient  8 to 12 = Proficient  13 to 17 = Accomplished  18 to 20 = Exemplary | | | | | | Exemplary |
| **Determine Contribution of Standard II Ito the Overall Professional Practices Rating:**  **(Total Points Earned for Std.II) X (Std. II Weight X No. of Stds.) =**  **(Number of Elements Associated with Standard II)**  **Calculation Work Space :\***  **18 x (.20 x 5)**  **5** | | | | | | | | 3.60 |

\*All calculations should be carried to three decimal places and results rounded to two decimal places.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| QUALITY STANDARD | ELEMENT | | RATING POINTS | | | | | |
| B | PP | P | A | E | # Points Earned |
| 0 pts | 1 pt | 2 pts | 3 pts | 4 pts |
| **III:**  **SERVICES THAT FACILITATE LEARNING** | 1. Provide services and/or specially designed instruction aligned with state and federal laws, regulations and procedures, academic standards, their districts’ organized plans of instruction and the individual needs of their students. | |  |  |  |  |  | **2** |
| 1. Utilize multiple sources of data, which include valid informal and/or formal assessments, to inform services and/or specially designed instruction. | |  |  |  |  |  | **2** |
| 1. Plan and consistently deliver services and/or specially designed instruction that integrate multiple sources of data to inform practices related to student needs, learning and progress toward achieving academic standards and individualized student goals. | |  |  |  |  |  | **3** |
| 1. Support and integrate appropriate available technology in their services and/or specially designed instruction to maximize student outcomes. | |  |  |  |  |  | **2** |
| 1. Establish and communicate high expectations for their students that support the development of critical-thinking, self-advocacy, leadership and problem solving skills. | |  |  |  |  |  | **3** |
| 1. Communicate effectively with students. | |  |  |  |  |  | **4** |
| 1. Develop and/or implement services and/or specially designed instruction unique to their professions. | |  |  |  |  |  | **4** |
| Total Points Earned for Standard III | | | | | | | **20** |
| Determine Rating for Standard III: | 0 to 3 = Basic  4 to 10 = Partially Proficient  11 to 17 = Proficient  18 to 24 = Accomplished  25 to 28 = Exemplary | | | | | | Accomplished |
| **Determine Contribution of Standard III Ito the Overall Professional Practices Rating:**  **(Total Points Earned for Std.III) X (Std. III Weight X No. of Stds.) =**  **(Number of Elements Associated with Standard III)**  **Calculation Work Space :\***  **20 x (.20 x 5)**  **7** | | | | | | | | 2.86 |

\*All calculations should be carried to three decimal places and results rounded to two decimal places.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| QUALITY STANDARD | ELEMENT | | RATING POINTS | | | | | |
| B | PP | P | A | E | # Points Earned |
| 0 pts | 1 pt | 2 pts | 3 pts | 4 pts |
| **IV:**  **REFLECT ON PRACTICE** | 1. Demonstrate that they analyze student learning, development and growth and apply what they learn to improve their practice. | |  |  |  |  |  | **3** |
| 1. Link professional growth to their professional goals. | |  |  |  |  |  | **3** |
| 1. Respond to complex, dynamic environments. | |  |  |  |  |  | **3** |
| Total Points Earned for Standard IV | | | | | | | **9** |
| Determine Rating for Standard IV: | 0 to 1 = Basic  2 to 4 = Partially Proficient  5 to 7 = Proficient  8 to 10 = Accomplished  11 to 12 = Exemplary | | | | | | Accomplished |
| **Determine Contribution of Standard IV to the Overall Professional Practices Rating:**  **(Total Points Earned for Std.IV) X (Std. IV Weight X No. of Stds.) =**  **(Number of Elements Associated with Standard IV)**  **Calculation Work Space :\***  **9 x (.20 x 5)**  **3** | | | | | | | | 3.00 |

\*All calculations should be carried to three decimal places and results rounded to two decimal places.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| QUALITY STANDARD | ELEMENT | | RATING POINTS | | | | | |
| B | PP | P | A | E | # Points Earned |
| 0 pts | 1 pt | 2 pts | 3 pts | 4 pts |
| **V.**  **DEMONSTRATE COLLABORATION, ADVOCACY AND LEADERSHIP** | 1. Collaborate with internal and external stakeholders to meet the needs of students. | |  |  |  |  |  | **3** |
| 1. Advocate for students, families and schools. | |  |  |  |  |  | **3** |
| 1. Demonstrate leadership in their educational setting(s). | |  |  |  |  |  | **3** |
| 1. Contribute knowledge and skills to educational practices and their profession. | |  |  |  |  |  | **3** |
| 1. Demonstrate high ethical standards. | |  |  |  |  |  | **4** |
| Total Points Earned for Standard V | | | | | | | **16** |
| Determine Rating for Standard V: | 0 to 2 = Basic  3 to 7 = Partially Proficient  8 to 12 = Proficient  13 to 17 = Accomplished  18 to 20 = Exemplary | | | | | | Accomplished |
| **Determine Contribution of Standard V Ito the Overall Professional Practices Rating:**  **(Total Points Earned for Std.V) X (Std. V Weight X No. of Stds.) =**  **(Number of Elements Associated with Standard V)**  **Calculation Work Space :\***  **16 x (.20 x 5)**  **5** | | | | | | | | 3.20 |

\*All calculations should be carried to three decimal places and results rounded to two decimal places.

### Determining the Overall Rating for Professional Practices

Remember to go back to each standard and record the total points calculated and rating level for each standard   
using the chart below.

Calculating the Total Number of Points Earned for Professional Practices

|  |  |  |
| --- | --- | --- |
| QUALITY STANDARD | Rating Level | Total Points Earned |
| 1. Demonstrate mastery of and expertise in the domain for which they are responsible. | Exemplary | 3.80 |
| 1. Support and/or establish safe, inclusive and respectful learning environments for a diverse population of students. | Exemplary | 3.60 |
| 1. Plan, deliver and/or monitor services and/or specially designed instruction and/or create environments that facilitate learning for their students. | Accomplished | 2.86 |
| 1. Reflect on their practice. | Accomplished | 3.00 |
| 1. Demonstrate collaboration, advocacy and leadership. | Accomplished | 3.20 |
| Total Points for All Standards |  | **16.46** |

Translating the Total Points Received for Professional Practices to Overall Professional   
Practices Rating

|  |  |  |
| --- | --- | --- |
| Total Number of Points Received | Rating for Number  of Points Received | Total Number of Points  Received for This Evaluation = |
| 0.00 to 2.00 points | Basic | **16.46** |
| 2.01 to 7.00 points | Partially Proficient | Overall Professional  Practices Rating = |
| 7.01 to 12.00 points | Proficient |
| 12.01 to 17.00 points | Accomplished | **Accomplished** |
| 17.01 to 20.00 points | Exemplary |