

**MERCEDES INDEPENDENT SCHOOL DISTRICT
SPEECH LANGUAGE PATHOLOGIST EVALUATION INSTRUMENT**

Speech Language Pathologist

School/Department

Date of Review

Appraisal Period

Appraiser

Title

The purpose of this evaluation is two-fold:

- (1) through self-evaluation, the Speech Language Pathologist should improve skills in school climate, school improvement, curriculum, personnel management, administration and fiscal facilities management, student management, professional growth and development, and school/community relations.
- (2) through evaluation, the principal will review and document the speech language pathologist's professional performance and develop a professional development plan to help the speech language pathologist improve his/her skills.

RATING SCALE	
<u>1</u>	Unsatisfactory
<u>2</u>	Below Expectations
<u>3</u>	Satisfactory
<u>4</u>	Exceeding Expectations
<u>5</u>	Clearly Outstanding

Domain I. Appraisal Management

- | | | | | | |
|--|---|---|---|---|---|
| 1. Assesses, compiles and interprets information into a written report | 1 | 2 | 3 | 4 | 5 |
| 2. Complies with federal, state, local and campus requirements | 1 | 2 | 3 | 4 | 5 |
| 3. Is responsible for all assigned student campus folders | 1 | 2 | 3 | 4 | 5 |
| 4. Reviews, follows, and maintains evaluative techniques, kits, etc. | 1 | 2 | 3 | 4 | 5 |
| 5. Completes all assessments, within compliance timelines | 1 | 2 | 3 | 4 | 5 |

Speech Language Pathologist documentation of major outcomes: _____

Comments: _____

Domain II. Admission, Review, Dismissal (ARD) Process Management

- | | | | | | |
|--|---|---|---|---|---|
| 1. Assists in Individual Education Program (IEP) development based on assessment data | 1 | 2 | 3 | 4 | 5 |
| 2. participates as a member of the ARD committee, primarily for Speech-only students | 1 | 2 | 3 | 4 | 5 |
| 3. Completes ARD packets and ARD documents for all Speech-only (homeroom) students | 1 | 2 | 3 | 4 | 5 |
| 4. Completes ARD documents for all other students with speech impairments (i.e., progress reports, and quarterlies). | 1 | 2 | 3 | 4 | 5 |

Speech Language Pathologist documentation of major outcomes in the area of Admission, Review, Dismissal (ARD) Process

Management:

Comments:

Domain III. Case Management

- | | | | | | |
|--|---|---|---|---|---|
| 1. Consults with campus Principal and staff for scheduling of students | 1 | 2 | 3 | 4 | 5 |
| 2. Implements IEP goals by preparing appropriate instructional materials and planning appropriate instructional activities | 1 | 2 | 3 | 4 | 5 |
| 3. *Implements IEP goals as per the most current ARD recommendations | 1 | 2 | 3 | 4 | 5 |
| 4. Reports progress of IEP goals to staff through coordinator process | 1 | 2 | 3 | 4 | 5 |
| 5. Reports progress of IEP goals to parents through progress reports | 1 | 2 | 3 | 4 | 5 |
| 6. Maintains open lines of communication with parents, students, and teachers | 1 | 2 | 3 | 4 | 5 |
| 7. Maintains confidentiality of student information | 1 | 2 | 3 | 4 | 5 |
| 8. Uses accurate communication when conferring with parents, staff, and other professionals | 1 | 2 | 3 | 4 | 5 |

*Denotes required 100% of the time

Speech Language Pathologist's documentation of major outcomes in the area of Case Management:

Comments:

Domain IV. School and Organizational Climate

- | | | | | | |
|---|---|---|---|---|---|
| 1. Works with colleagues towards meeting individual student needs | 1 | 2 | 3 | 4 | 5 |
| 2. Promotes environment which is conducive to positive staff morale | 1 | 2 | 3 | 4 | 5 |

Speech Language Pathologist's documentation of major outcomes in the area of school and organizational Climate:

Comments:

Domain V. Professional Growth and Development

- | | | | | | |
|---|---|---|---|---|---|
| 1. Participates in professional activities to keep abreast of current techniques, regulations, and to obtain continuing education credits for licensure | 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|

- | | |
|---|-------------------|
| 2. Researches information to enhance therapeutic methods and/or increased understanding of low-incidence and/or complex cases | 1 2 3 4 5 |
| 3. Provides professional development activities to staff and/or parents | 1 2 3 4 5 |
| 4. Conducts oneself in a professional, ethical manner. | 1 2 3 4 5 |

Speech Language Pathologist's documentation of major outcomes in the area of Professional Growth and Development:

Comments: _____

Domain VI. Other Responsibilities

Speech Language Pathologist Summative Evaluation/Portfolio Summative Evaluation Strengths

Speech Language Pathologist's Comments (summary statement of agreement/disagreement with any of the foregoing)

My appraiser and I have discussed this appraisal report and I have received a copy.
 I understand that my signature below does not necessarily mean that I agree with the appraisal.

Signature of
 Speech Language Pathologist: _____ Date: _____

Signature of Appraiser: _____ Date: _____

**MERCEDES INDEPENDENT SCHOOL DISTRICT
SPEECH LANGUAGE PATHOLOGIST APPRAISAL SYSTEM**

Speech Language Pathologist

School/Department

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Appraiser

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#	ADDITIONAL RESPONSIBILITIES for the C.C.C. Licensed Speech Language Pathologist	1	2	3	4	5
1	Observe each Medicaid-eligible student at least once a year.	1	2	3	4	5
2		1	2	3	4	5
3		1	2	3	4	5
4		1	2	3	4	5
5		1	2	3	4	5
6		1	2	3	4	5
7		1	2	3	4	5
8		1	2	3	4	5