**Coordinator Summative Evaluation**

The focus of coordinator evaluation is ongoing professional growth. At the end of each school year, coordinators will receive a summative score and performance rating (Unsatisfactory, Basic, Proficient, or Distinguished) based on the performance levels of the *U.S. Virgin Islands Performance Evaluation Framework for Coordinators*.

Measures used in coordinator evaluation include a Portfolio, the Professional Growth Plan, Observation, and Leadership Time. The **Summative Score is automatically calculated in Talent Ed**.

1. **BUILD SHARED PURPOSE**

**Portfolio Score**

*Transferred from Portfolio Scoring Form*

**Observation Score**

*If practice was observed in second observation, then score is transferred from second observation.*

**Total Practice 1 Score**

*Average of scores*

1. **FOCUS ON LEARNING**

*Transferred from Portfolio Scoring Form*

**Portfolio Score**

*Transferred from 1st observation score.*

*If practice was included in second observation, then the second observation score is transferred and the two observation scores are averaged.*

**Observation Score**

**Total Practice 2 Score**

*Average of scores*

1. **MANAGE ORGANIZATIONAL SYSTEMS**

*Transferred from Portfolio Scoring Form*

**Portfolio Score**

*Transferred from 1st observation score.*

*If practice was included in second observation, then the second observation score is transferred and the two observation scores are averaged.*

**Observation Score**

**Total Practice 3 Score**

*Average of scores*

1. **LEAD WITH INTEGRITY**

**Portfolio Score**

*Transferred from Portfolio Scoring Form*

**PGP Score**

*Transferred from PGP Scoring Rubric*

*If practice was observed in second observation, then score is transferred from second observation.*

**Observation Score**

**Total Practice 4 Score**

*Average of scores*

**Total Practice Score**

*Average of 4 practice scores*

**TOTAL LEADERSHIP TIME**

*Transferred from Coordinator Leadership Time Form*

TalentEd automatically calculates the Coordinator Summative Score. (Total Practice Score × .90 + Leadership Score × .10)

**SUMMATIVE EVALUATION SCORE**

**Final Performance Rating**

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| TalentEd assigns the Final Performance Rating *(Distinguished, Proficient, Basic, or Unsatisfactory)* based on the Summative Score. |

**Director Comments:**

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**Coordinator Comments:**

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