

# Principal/Assistant Principal/School Administrator Year-End Evaluation Summary

Using the data collected and presented by the principal/assistant principal/school administrator as well as the observations and other data gathered by the supervisor, the supervisor should refer to the PEP Short Form and use the data to rate the performance of the principal/assistant principal/school administrator. The categories listed below directly correspond to the PEP Short Form as well as the PEP Evaluation System Performance Rubric. Any locally identified standards and the expectations for meeting them need to be specified at the beginning of the year and stated on the Performance Growth Plan in addition to being added in the spaces below.

	Performance Needs Improvement	Adequate Performance	Exemplary Performance
<b>I. INSTRUCTIONAL LEADERSHIP</b>			
A. Visionary Leadership			
B. Curriculum Design and Development			
C. Instructional Effectiveness			
D. Assessment and Evaluation			
E. Results Oriented			
F. Locally Identified Instructional Leadership Standards (optional)			
<b>II. ORGANIZATIONAL LEADERSHIP</b>			
A. Climate			
B. Empowerment			
C. Communications			
D. Continuous Improvement			
E. Locally Identified Organizational Leadership Standards (optional)			
<b>III. MORAL/ETHICAL LEADERSHIP</b>			
A. Commitment to Others			
B. Professional Ethics			
C. Respect for Diversity			
D. Responsibility			
E. Locally Identified Moral/Ethical Leadership Standards (optional)			
<b>IV. MANGERIAL LEADERSHIP</b>			
A. Law and Policy			
B. Resource Management			
C. Personnel Management			
D. Information Management			
E. Student Behavior Management			
F. Locally Identified Managerial Leadership Standards (optional)			

## SIGNATURES and DATE

\_\_\_\_\_  
Principal/Assistant Principal/School Administrator

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Supervisor

Signatures do not necessarily indicate that both parties agree to the findings. A formal complaint and any rebuttal evidence may be presented at any time during the school year, but it is encouraged that it be supplied within 10 school days.