

## 2010 – 2011 Counselor Education – Summary Report

### Rubric: Site Supervisor Practicum/Intern Evaluation Form

	5 - Superior (0 pts)	4 - Above Standard (0 pts)	3 - At Standard (0 pts)	2 - Below Standard (0 pts)	1 - Unsatisfactory (0 pts)	Not Observed (0 pts)	Mean	Mode	Stdev
1.1 Develops a written school-based counseling and guidance plan based on student needs	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
1.2 Organizes the counseling and guidance program by assessing needs, setting goals, and formulating a plan of action and program evaluation.	<u>8</u>	0	0	0	0	0	0.00	0	0.00
1.3 Manages time effectively and provides counseling and guidance services on schedule.	<u>8</u>	0	0	0	0	0	0.00	0	0.00
1.4 Maintains an organized, functional, and up-to-date office/counseling center	<u>8</u>	0	0	0	0	0	0.00	0	0.00
1.5 Seeks input from teachers and staff, and collaborates with them in making decisions about the school-counseling program.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
2.1 Demonstrates knowledge of multilateral and cross-cultural communication skills and knowledge in the school counseling and guidance program when appropriate.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
2.2 Uses appropriate counseling processes and techniques for individual and group sessions to meet developmental, preventive, and remedial needs of students.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
2.3 Uses appropriate assessment and diagnostic procedures for determining and structuring individual and group counseling to monitor student progress.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
2.4 Develops a written school-counseling plan where all students receive appropriate guidance, which relates to self-knowledge, educational and career exploration, and career planning	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
2.5 Provides counseling and guidance for students taken out of class and placed in special education classes, including gifted.	<u>6</u>	<u>2</u>	0	0	0	0	0.00	0	0.00

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2.6 Coordinates with school staff to provide supportive and instructional classroom guidance activities.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
2.7 Gathers evaluative data to determine effectiveness of classroom guidance and student comprehension, and makes revisions when necessary.	<u>4</u>	<u>3</u>	0	0	0	<u>1</u>	0.00	0	0.00
3.1 Demonstrates knowledge of consulting process and techniques with students, parents, teachers and administration.	<u>6</u>	<u>2</u>	0	0	0	0	0.00	0	0.00
3.2 Assists parents and teachers in understanding and responding to developmental levels of students.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
3.3 Presents instructional/informational programs to groups of students, parents, teachers, and administrators (e.g, parent education programs, behavior management, school safety, and suicide prevention)	<u>8</u>	0	0	0	0	0	0.00	0	0.00
3.4 Interprets achievement and aptitude test data to assist school staff with curriculum planning.	<u>5</u>	<u>1</u>	<u>1</u>	0	0	<u>1</u>	0.00	0	0.00
3.5 Demonstrates knowledge of community resources.	<u>7</u>	0	<u>1</u>	0	0	0	0.00	0	0.00
4.1 Communicates effectively with students, parents, administration, community, and staff.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
4.2 Advocates for all students.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
4.3 Assists teachers with the integration of guidance activities into the curriculum.	<u>7</u>	0	<u>1</u>	0	0	0	0.00	0	0.00
4.4 Share appropriate non-confidential information about students with the school personnel, parents, and the community.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
4.5 Makes appropriate referrals of students to school and community programs.	<u>7</u>	0	<u>1</u>	0	0	0	0.00	0	0.00
4.6 Assists with coordination of student services in the school.	<u>7</u>	<u>1</u>	0	0	0	0	0.00	0	0.00
4.7 Assists with coordination of the schools annual testing program.	<u>5</u>	0	<u>1</u>	0	0	0	0.00	0	0.00
5.1 Interprets test results and other student data accurately.	<u>6</u>	<u>2</u>	0	0	0	0	0.00	0	0.00
5.2 Assists in the development of an assessment preparation improvement plan to include Criterion, Norm-referenced, Writing, Career-performance based, College	<u>4</u>	<u>1</u>	<u>2</u>	0	0	0	0.00	0	0.00

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and postsecondary practice and actual tests.

5.3 Uses standardized tests and inventories according to published practices and professional standards.	<u>6</u>	<u>1</u>	<u>1</u>	0	0	0	0.00	0	0.00
6.1 Adheres to ethical standards of the counseling profession.	<u>8</u>	0	0	0	0	0	0.00	0	0.00
6.2 Follows the laws, policies, and procedures, which govern school administration.	<u>8</u>	0	0	0	0	0	0.00	0	0.00
6.3 Maintains ethical and professional growth by regular staff development.	<u>8</u>	0	0	0	0	0	0.00	0	0.00

1.1 Develops a written school-based counseling and guidance plan based on student needs	7 (87%) 1 (12%)								
1.2 Organizes the counseling and guidance program by assessing needs, setting goals, and formulating a plan of action and program evaluation.	8 (100%)								
1.3 Manages time effectively and provides counseling and guidance services on schedule.	8 (100%)								
1.4 Maintains an organized, functional, and up-to-date office/counseling center	8 (100%)								
1.5 Seeks input from teachers and staff, and collaborates with them in making decisions about the school-counseling program.	7 (87%) 1 (12%)								
2.1 Demonstrates knowledge of multilateral and cross-cultural communication skills and knowledge in the school counseling and guidance program when appropriate.	7 (87%) 1 (12%)								
2.2 Uses appropriate counseling processes and techniques for individual and group sessions to meet developmental, preventive, and remedial needs of students.	7 (87%) 1 (12%)								
2.3 Uses appropriate assessment and diagnostic procedures for determining and	7 (87%) 1 (12%)								



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structuring individual and group counseling to monitor student progress.

2.4 Develops a written school-counseling plan where all students receive appropriate guidance, which relates to self-knowledge, educational and career exploration, and career planning



2.5 Provides counseling and guidance for students taken out of class and placed in special education classes, including gifted.



2.6 Coordinates with school staff to provide supportive and instructional classroom guidance activities.



2.7 Gathers evaluative data to determine effectiveness of classroom guidance and student comprehension, and makes revisions when necessary.



3.1 Demonstrates knowledge of consulting process and techniques with students, parents, teachers and administration.



3.2 Assists parents and teachers in understanding and responding to developmental levels of students.



3.3 Presents instructional/informational programs to groups of students, parents, teachers, and administrators (e.g. parent education programs, behavior management, school safety, and suicide prevention)



3.4 Interprets achievement and aptitude test data to assist school staff with curriculum planning.



3.5 Demonstrates knowledge of community resources.



4.1 Communicates effectively with students, parents, administration, community, and

