

<p>Successful Completion of ABC/Induction Program Guidance Counselors</p>
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1. ABC Conference Feedback Form

PDS	FALL EVALUATION	SPRING EVALUATION	CLASS ATTENDANCE
PD1: LRP			
PD2: Short Range Planning-Guidance and Counseling Activities-			
PD3: Development and Use of Assessments-			
PD4: Providing Guidance and Counseling Services			
PD5: Providing Consultation Services-			
PD6: Coordinating Guidance and Counseling Services			
PD7: Professional Responsibilities			
TOTAL			

C-Competent
 N-Needs Improvement
 U-Unsatisfactory

2. Score of 18 or more on the General Policy Criteria

GENERAL POLICY CRITERIA:	
PERFORMANCE LEVEL DESCRIPTIONS:	SCALE
Consistently does not meet general policy criteria	0
Occasionally does not meet general policy criteria	1
Meets performance general policy criteria	2
Occasionally exceeds general policy criteria	3
Consistently exceeds general policy criteria	4

Attendance

Dependable attendance at school and related functions

Punctuality

Prompt in reporting to work and adhering to schedules

Professional Appearance

Appropriately dressed and practices good grooming habits

Conduct and Ethics

Professional Manner, integrity, and ethics, including student relations, employee interactions and school confidentiality

Public/Employee Relations

Works well and demonstrates courtesy with associates, supervisors, and the public

Dependability and Judgment

Reasonable amount of supervision required, assigned work completed in timely manner, and adequate and effective work related decisions

Job Attitudes and Initiative

Positive interest and enthusiasm shown toward work and the district as a whole

Continuing Education

Consistent attendance and participation in staff meetings, in-service education, formal training sessions, and (when appropriate) external education opportunities.

Productivity/Accuracy

Appropriate volume of work produced and error free

TOTAL

COMMENTS:

Employee's Signature

Date

Administrator's Signature

Date