

Summative Evaluation

Purpose

A summative evaluation occurs at the end of an evaluation cycle and provides feedback that informs an educator's practice, showing where s/he stands relative to standards and goals, and what s/he can work on next. The formative assessment and the summative evaluation use the same format in the Educator Development and Feedback System, however, a summative evaluation has implications for an educator's next evaluation cycle.

How it Works

Evaluators

- Give educators at least **four weeks** advance notice prior to conducting the summative assessment.
- Complete a summative evaluation for each cycle.
 - Rate progress on student learning and professional practice goals, with a rationale for each rating that uses evidence from artifacts and observations.
 - Rate proficiency in each of the four standards of the appropriate rubric, with a rationale for each rating that uses evidence from artifacts and observations.
 - Provide a prescription for every Needs Improvement or Unsatisfactory rating, including a description of the problem, evidence of the problem, and a recommendation for improvement. This can refer back to the rationale.
 - Give an overall rating based on the two goals and four standards.
 - Sign-off electronically releasing the assessment/evaluation to the educator.
- Meet with educators who received overall ratings of Needs Improvement or Unsatisfactory.

Educators

- Submit artifacts prior to the summative evaluation date.
- Submit electronically any comments on the evaluation.
- Sign-off electronically.

Best Practice Corner

- ✓ The online system is not intended to replace face-to-face conversations. Experienced evaluators suggest scheduling both the evaluation and a post-evaluation conversation well in advance.
- ✓ The rationales for ratings on goals and standards should include a claim about the educator's performance and a summary of the evidence from observations and artifacts that supports the claim.
- ✓ EDFS allows evaluators to filter the formative assessment into the summative evaluation form. Previous evaluators recommended using this feature because it allows for evaluations that build on previous assessments of an educator's practice.