



**POST-OBSERVATION CONFERENCE
FORMATIVE SUMMARY FORM**

Evaluatee _____

Evaluator _____ Position _____

Dates of Conference _____ School _____

Administrator Standards

Meets

**Growth
Needed**

Standard 1: Organizes Use of Facility / Resources

Standard 2: Manages Use of Facility / Resources

Standard 3: Communicates Effectively

Standard 4: Serves as an Instructional Leader

Standard 5: Exhibits Professionalism

Standard 6: Meets Job Expectations

Data Collection - Areas of Strength, Enrichment and / or Improvement

To be signed after all information above has been completed and discussed:

Evaluatee: _____ Agree with this formative evaluation

_____ Disagree with this formative evaluation

Evaluatee Signature: _____ Date: _____

Evaluator Signature: _____ Date: _____