

Name of Principal: _____ School: _____
Name of Evaluator: _____ School Year: _____

Summative Principal Evaluation Process

Introduction

This evaluation tool is designed to assess the performance of Catholic school principals using the [National Standards and Benchmarks for Effective Catholic Schools \(NSBECS\)](#).

Instructions

For each section below, reflect on the principal's leadership in relation to the NSBECS. Use the prompts to identify areas of strength and areas for growth.

DOMAIN 1: MISSION AND CATHOLIC IDENTITY

Objective:

To evaluate how effectively the principal fosters and integrates the Catholic identity and mission within the school environment.

Standards 1 - 4

Review the benchmarks for each of the standards in mission and Catholic identity.

- Identify areas of strength and provide examples.
- Identify areas of growth and provide evidence.

RATING SCALE:

1 - Unsatisfactory	2 - Developing	3 - Proficient	4 - Exemplary
Lacks clear understanding of the school's mission and Catholic identity. Little to no evidence of incorporating Catholic values into school activities or decision-making.	Recognizes the school's mission and Catholic identity but struggles to align it with daily practices. Some Catholic values are present in school activities, but their integration is inconsistent.	Clearly articulates the school's mission and actively incorporates Catholic identity into school life. Regularly engages the community in mission-driven initiatives incorporating Catholic values.	Embodies and passionately promotes the school's mission and Catholic identity. Innovatively integrates Catholic values across all aspects of school life, inspiring staff and students.

DISCUSSION OF LEADERSHIP PRACTICES:

Areas of Strength <i>(provide evidence)</i>	
Areas of Growth <i>(if needed)</i>	
Additional Comments	

DOMAIN 2: GOVERNANCE AND LEADERSHIP

Objective:

To evaluate the principal's effectiveness in leading and managing the school community towards fulfilling its mission and goals.

Standards 5 - 6

Review the benchmarks for each of the standards in governance and leadership.

- Identify areas of strength and provide examples.
- Identify areas of growth and provide evidence.

RATING SCALE:

1 - Unsatisfactory	2 - Developing	3 - Proficient	4 - Exemplary
Lacks understanding of governance structures or leadership responsibilities. Decision-making lacks transparency, and there is a minimal engagement with stakeholders (the school board and community).	Recognizes the importance of governance and leadership but struggles to implement effective practices consistently. Some efforts are made to engage stakeholders, but they are often reactive and lack clarity.	Effectively leads with a clear understanding of governance structures and demonstrates collaborative leadership. There is regular communication with stakeholders, and decisions are made transparently and thoughtfully.	Exemplifies outstanding governance and leadership, fostering a culture of collaboration and shared responsibility. Stakeholder engagement is robust, and the principal actively advocates for the school's needs and priorities.

DISCUSSION OF LEADERSHIP PRACTICES:

Areas of Strength <i>(provide evidence)</i>	
Areas of Growth <i>(if needed)</i>	
Additional Comments	

DOMAIN 3: ACADEMIC EXCELLENCE

Objective:

To assess the principal's commitment to promoting high standards of academic achievement and continuous improvement.

Standards 7 - 9

Review the benchmarks for each of the standards in academic excellence.

- Identify areas of strength and provide examples.
- Identify areas of growth and provide evidence.

RATING SCALE:

1 - Unsatisfactory	2 - Developing	3 - Proficient	4 - Exemplary
Shows little commitment to academic standards; student achievement is stagnant or declining. Limited or no use of data to inform academic decisions.	Recognizes the importance of academic excellence but has not yet implemented effective strategies. Data is occasionally used to inform decisions, but improvements are minimal.	Effectively promotes academic excellence with clear goals and strategies in place. Uses data systemically to improve student learning outcomes and address areas of need.	Leads a culture of high academic standards and continuous improvement. Data-driven decisions result in significant and measurable increases in student achievement.

DISCUSSION OF LEADERSHIP PRACTICES:

Areas of Strength <i>(provide evidence)</i>	
Areas of Growth <i>(if needed)</i>	
Additional Comments	

DOMAIN 4: OPERATIONAL VITALITY

Objective:

To assess the principal's effectiveness in strategic planning and management of resources while ensuring sustainability and efficiency in operations.

Standards 10 - 13

Review the benchmarks for each of the standards in operational vitality.

- Identify areas of strength and provide examples.
- Identify areas of growth and provide evidence.

RATING SCALE:

1 - Unsatisfactory	2 - Developing	3 - Proficient	4 - Exemplary
Lacks understanding of effective operational practices; resources are poorly managed. Financial stability is at risk, with little to no planning for sustainability.	Acknowledges the importance of operational practices but has not established effective systems. Some resources are managed adequately, but financial planning is minimal and reactive.	Implements effective operational practices that promote resource management and sustainability. Shows foresight in planning and budgeting, ensuring a stable and effective learning environment.	Exemplifies best practices in operational vitality, ensuring optimal resource use and long-term sustainability. Actively engages in strategic planning that anticipates future needs and challenges for the school community.

DISCUSSION OF LEADERSHIP PRACTICES:

Areas of Strength <i>(provide evidence)</i>	
Areas of Growth <i>(if needed)</i>	
Additional Comments	

Overall Performance Summary - to be completed by the evaluator

Strengths:

[Provide a summary of the principal's strengths based on the reflections above.]

Areas for Growth:

[Prioritize the areas for growth listed above and identify specific goals for the principal.]

Action Plan:

[Outline a plan for addressing areas for improvement, including professional development opportunities and support mechanisms.]

Evaluator's Comments:

[Provide additional comments or observations about the principal's performance.]

Principal's Comments:

Signatures

Principal: _____

Evaluator: _____

Date: _____