**Summative Evaluation Form**

The focus of librarian evaluation is ongoing professional growth. At the end of each school year, librarians will receive a summative score and performance rating (Unsatisfactory, Basic, Proficient, or Distinguished) based on the performance levels of the *U.S. Virgin Islands Performance Evaluation Framework for Librarians*.

Measures used in librarian evaluation include a Professional Growth Plan (PGP), Artifact Review and/or Observation, and Employee Time. The **Summative Score is automatically calculated in Talent Ed**.

Final Summative Score derived from

* + Artifact Review and/or Observation (60%)
  + PGP Component 4e (30%)
  + Employee Time (10%)

**Artifact Review and Observation Score (60%)**

|  |
| --- |
| The 4 component scores, 1 Territory-Wide and 3 choice, are automatically transferred from theArtifact and Observation Scoring Formin TalentEd. (Each component is weighted at 15% of the total evaluation score.) |

**Professional Growth Plan Score (30%)**

|  |
| --- |
| The Professional Growth Plan Score is transferred from the PGP Scoring Form in TalentEd*.* |

**Employee Time Score (10%)**

|  |
| --- |
| The Time Score is transferred from the Employee Time Form in TalentEd*.* |

**Summative Score**

|  |
| --- |
| TalentEd automatically calculates the Librarian Summative Score.  (Artifact Review/Observation Score × .60) + (PGP Score × .30) + (Employee Time Score × .10) |

**Final Performance Rating\***

|  |
| --- |
| TalentEd assigns the Summative Rating based on the Librarian Summative Score. |

**\*For the SY 2018-19 pilot year, performance ratings will not be assigned.**