

Summative Cycle Report

The Summative Cycle Report displays the points earned and possible for each rubric in all submitted Observation Cycles to date for that school year. The report can be printed so that it can be signed by both the evaluator and teacher.

Observation Data
Capture Tool - Teacher

Updated: 3/21/2012

Summative Cycle Report

Access the Summative Cycle Report

From the Teacher Selection page: Select a teacher/cycle combination from the Select Teacher to Evaluate dropdown menu, and then select the View/Print Summative Cycle Reports button.

Teacher, School, and District information are listed above the report details.

Click the **Return to Teacher Selection** button to return to the Teacher Selection page.

Teacher	Tiffany A Tucker	
School	Carl Hayden High School	
District	Phoenix Union High School District	

Each submitted Observation Cycle is represented in a separate set of columns. The heading for each cycle provides the Observation Cycle number, Assignment, Grade observed, and Subject observed.

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OBSERVATION CYCLE: 1			OBSERVATION CYCLE: 2		
Assignment: Algebra			Assignment: Algebra		
Grade: Eighth Grade			Grade: Eighth Grade		
Subject: Mathematics			Subject: Mathematics		
Post Date: 2/15/2012			Post Date: 2/19/2012		
RUBRIC	POINTS EARNED	POINTS POSSIBLE	POINTS EARNED	POINTS POSSIBLE	
Content	22	25	22	25	
RUBRIC	POINTS EARNED	POINTS POSSIBLE	POINTS EARNED	POINTS POSSIBLE	
Formative Assessment	18	20	20	20	
Points	100	120	115	120	
Cycle Summative Total	POINTS EARNED	215			
	POINTS POSSIBLE	240			
RUBRIC	POINTS EARNED	POINTS POSSIBLE	POINTS EARNED	POINTS POSSIBLE	
Professional Responsibilities (Optional)	13	25	25	25	

Each **Rubric** row represents a rubric, and displays Points Earned and Points Possible for that rubric for each Observation Cycle on the report.

The **Points** row displays the total Points Earned and Points Possible for each Observation Cycle on the report.

The **Cycle Summative Total** represents the sum of the Points Earned for all cycles in the report.

Because the **Professional Responsibilities** rubric is optional, those scores are excluded from the Cycle Summative Total.

In the example above, Cycle 1 Points Earned for all rubrics is 100, and Cycle 2 Points Earned is 115, totaling 215. The Cycle Summative Total Points Earned reflects the sum of 215 out of 240 Points Possible.

Summative Cycle Report (continued)

The remainder of the Summative Cycle Report displays the Reinforcement and Refinement rubric, element, and comments for each Observation Cycle.

Responsibilities	15	0	22
REINFORCEMENT Rubric: Content Element: Task Analysis Reinforcement: Continue to plan effective and engaging lessons where you anticipate student misconceptions and reinforce student's prior learning.		REINFORCEMENT Rubric: Learner Engagement Rubric Element: Teacher-to-Student Interaction Reinforcement: Work with alternate methods of explanation in order to help students who may not grasp concepts when first explained.	
REFINEMENT Rubric: Professional Responsibilities Element: Leadership Refinement: Try to seek out leadership opportunities so that you can share your expertise and great teaching practices.		REFINEMENT Rubric: Formative Assessment Rubric Element: Real-Time Assessment (during and end-of-lesson) Refinement: Practice following up each lesson with a quick Q and A in order to assess specific students in their understanding.	
Today's Date: _____ Evaluator: Mary Stover Signature: _____ Teacher: Tiffany A Tucker Signature: _____ <small>An employee signature this document indicates that he/she has received the information and has had an opportunity to discuss with the supervisor.</small>			
			 Print

The signature area of the report contains a date line and signature lines for both the evaluator and teacher.

Click the Print button to open the report in PDF format.

Once the PDF opens in a new browser window, click the Print icon to generate a printed copy.



The Summative Cycle Report is only accessible after two or more Observation Cycles have been submitted for a teacher. See the *Manage Observation Cycles Quick Guide* for information on completing a full Observation Cycle for a teacher.