

**EVALUATION OF CERTIFICATED NON-TEACHING PERSONNEL
FINAL EVALUATION**

Employee _____ Program _____
(Please Print)

Evaluator _____ Date _____

EVALUATOR'S EVALUATION:

Comments should be specific in nature.

ATTITUDES AND GROWTH

1. MEETS OR EXCEEDS EXPECTATIONS
2. NEEDS IMPROVEMENT
3. UNSATISFACTORY
4. NOT APPLICABLE

	1	2	3	4
Consistently demonstrates appropriate staff relations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistently demonstrates appropriate administrator relations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistently demonstrates appropriate special services relations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistently demonstrates an ability to carry out adjunct duties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistently demonstrates an attitude that is receptive to ideas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistently demonstrates punctuality appropriate to the position	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistently demonstrates attendance appropriate to the position	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistently demonstrates dress appropriate to the assignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistently completes program specific paperwork according to program policies, guidelines, and deadlines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Evaluator's Signature _____ Date _____

Employee's Signature _____ Date _____

Reviewer's Signature _____ Date _____

This Report has been discussed with me in conference with the evaluator. An opportunity has been extended to me to attach comments regarding this evaluation.

A SIGNATURE ON THIS EVALUATION DOES NOT NECESSARILY SIGNIFY AGREEMENT WITH THE EVALUATION.

Comments Attached: Yes No