S	ILVER '	VALLEY U	JNIFIED	SCHOOL I	DISTRICT	
T.ASS	IFIED P	ERSONNE	L PERF	ORMANCE	EVALUAT	TON

]	Probation: 3 mos 6 mos Annual:
Evaluation	on Period: to
Not Applicable	Factor does not apply to this position.
Unsatisfactory	Employee's performance is unsatisfactory and definitely not up to standard. Specific explanation must be made on the report.
eds to Improve	Employee should concentrate effort to bring performance up to work standards. This is not to be construed as a notice of unsatisfactory service not as a disciplinary action.
Competent	Employee's performance clearly and consistently meets standards.
Outstanding	Employee's performance is superior, significantly exceeding job requirements.
	When rating each factor, please do not use the shaded areas.

SECTION 1: PERFORMANCE FACTORS

Employee Name:

Position Title:

School Year:

Site:

A: Quality of Work	NOT APPLICABLE	UNSATIS- FACTORY	NEEDS TO IMPROVE	COMPETENT	OUT- STANDING
Performs duties accurately and completely			1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	P\$/4.5 : Pr ₄ , 12 ;	
B: Quantity of Work		177. 1		Towns 1	
2. Completes required tasks in a reasonable amount of time					

Comments on Quality and Quantity of Work:

C: Work Habits and Behavior	NOT APPLICABLE	UNSATIS- FACTORY	NEEDS TO IMPROVE	COMPETENT	OUT- STANDING
Plans, organizes, and prioritizes effectively					
Demonstrates skill levels necessary for the performance of assigned tasks					
Uses materials and equipment economically			31.15 31.15		
6. Exhibits good safety habits	100				
7. Works effectively under stress		371			200
8. Demonstrates understanding of department's objectives and works effectively toward achieving them			1.15 T		
Demonstrates thorough knowledge of present job responsibilities	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		13,2	14 (VIII) 14 (A)	
10. Complies with District policies, regulations, and procedures	10 10 10 10 10 10 10 10 10 10 10 10 10 1				
11. Demonstrates adaptability and flexibility in a variety of work situations		3.7		1000	
12. Willingly accepts tasks that will require a degree of responsibility					
 Demonstrates willingness to accept suggestions and/or direction in the performance of tasks 			NATE:		

Comments on Habits and Behavior:

D: Punctuality	NOT APPLICABLE	UNSATIS- FACTORY	NEEDS TO EMPROVE	COMPETENT	OUT- STANDING
14. Complies with assigned working schedule		17(57)		15 (15)	
15. Maintains good attendance record		Spsy. Edito			
16. Reports absences or tardies in an appropriate manner			100		
E: Dependability					
17. Needs little direct supervision	9-4		2007	147.63 (61.11)	
18. Exercises independent judgment effectively		2.75	7000 2000	16213	
19. Maintains confidentiality	11/46/21	00000 00000	71 11 1 12 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		17.00 Mg
20. Responds appropriately in emergency situations	65 Head				0.200
Comments on Punctuality and Dependability:					
	NOT APPLICABLE	UNSATIS- FACTORY	NEEDS TO	COMPETENT	OUT- STANDING
F: Personal Relations	AFFICABLE	FACTOR	INI KOVE		I I
21. Demonstrates courtesy and patience		1 A A A A A A A A A A A A A A A A A A A			85 1/3 53 N/3
22. Works effectively with students, community, and fellow employees		3530	107.10	0.690 to 0.600 H	2,434.
G: Personal Qualities		2491	I. [8698]	V6.357	
23. Exhibits appropriate work attire		(2) (2) (2) (3) (4) (4) (4) (4) (4) (4) (4) (4) (4) (4	1000	77.00	
24. Uses language appropriate to the position	and the same	25 X 37	1640	1,2 (A)	LONG!
25. Shows interest and takes initiative	67.40	10.2012 10.2012		80127	
26. Seldom lets personal problems interfere with work		18/48/		1 2 2	- 1855
27. Seldom uses district time for personal business	242	14.53		18 44	
Comments on Personal Relations and Personal Qualities:					
H: Probationary Employee: Recommend for permanent status Do not recommend for permanent status					
The state of the s					
SECTION II: EMPLOYEE DËVELOPMENT					
I: Additional comments specific to classification (optional)					
		41			

SECTION I: PERFORMANCE FACTORS (continued)

J: Specific	Achievements (optional)			
K: Perform	nance goals for the next evalu	ation period (option	nal)	
- m · · ·	g and development suggestion	ns (ontional)		
L: I raining	g and development suggestion	is (optional)	9	
	2.7			
1 have r	IV: EMPLOYEE'S COMMI ead this evaluation and have h	ad a conference with	n my supervisor YES	NO
0.00.7.4.00	A THE OF FLOWER	-		DATE
SIGNAT	URE OF EMPLOYEE			
SIGNAT	URE OF SUPERVISOR			DATE
	ă.			
	3 (
After sig	ning make two copies and distribute		NOTE: The signature of the employee does n	not necessarily indicate agreement with the
10 m	Human Resources - Classified	Original	evaluation. It merely documents the evaluation	n. This evaluation will be placed in your
ننب	Supervisor	One copy	personnel file. You have five (5) working days signed, written comments you wish which will	from receipt of this document to make any
	Employee	One copy	signed, written comments you wish which will	or attached to the evaluation.

SILVER VALLEY UNIFIED SCHOOL DISTRICT Performance Improvement Plan

Employee Name:	Revie			
Position Title:	Site:	-		
	sible in describing all three are	eas listed below:		
WHAT IS: A statement of the specific issues and how the supervisor sees the employee's work performance.		property of the second		
WHAT SHOULD BE: A statement of what the conditions would look like if the employee's work performance were acceptable.				
SUPPORT BEING OFFERED: A statement of the support being offered to the employee which would enable the employee to work at an acceptable level in areas identified as needing improvement.				
Target Date for Corrections	::Review Date:	Completion Date:		
the supervisor and the employ after the meeting, or as an atta		rk Performance Evaluation. ish to respond to this document f you submit a written respons	t either orally or in writing, e, it will be attached to this	
Employee Signature	Date Su	pervisor Signature	Date	
This document shall be placed	in your file onDate			