



West Linn-Wilsonville School District

Performance Evaluation Report for Classified Employee

Employee Information:

Employee Name	School or Location	Position Title

Dates of Evaluation Period:

From	To	Evaluation Year

Employee Status:

Probationary
 Regular
 Temporary

2=Meets expectations; 1=Needs to improve; N/A= Does not apply

1	2	N/A	
			PERFORMANCE ABILITIES
			Quality of Work
			Knowledge of Work
			Positive Attitude/Growth Mindset
			Planning and Organizing
			Effectiveness Under Stress
			Response to Direction and Supervision
			Ability to Collaborate/Work as a Member of a Team
			Protects Confidentiality
			PERSONAL QUALITIES
			Attendance and Punctuality
			Public Relations
			Student Relations
			Commitment to Professional Learning and Growth
			Professional/ Positive Disposition
			Flexibility/Adaptability
			Dependability
			Takes Initiative
			Judgment and Decision-Making
			OTHER QUALITIES
			Adheres to All Safety Protocols
			Adheres to School Board Policies
			Productivity
			Additional factors: Please specify

Employee Performance and Personal Strengths

Areas of Focus for Improvement

Anticipated Goals for next evaluation period

Summary Evaluation and Status Recommendation:

Continue Employment Termination Termination due to Temporary Position Other:

Explanation for Other: _____

Supervisor's Signature

Date

Employee: I certify that this report has been discussed with me.

Employee Signature

Date

**Send Completed Evaluation to Department of Human Resources
Copy to Employee and Supervisor**