

Professional Personnel

Exhibit - Unsatisfactory Performance Report for Substitute Teachers

The following areas are a concern for _____ School for the substitute named below.

Substitute's name _____ ID# _____

Date of substituting _____ Assignment _____

Area of concern with a short explanation:

- Lack of classroom control _____
- Accurate records not kept _____
- Failed to provide written feedback _____
- Physical aggression against student _____
- Received parental complaint _____
- Did not follow lesson plans or routines _____
- Other _____

Lack of professionalism:

- Inappropriate dress _____
- Arrived late and/or left early _____
- Improper language _____
- Other _____

These incident(s) were reported by:

- Students Staff Both

In the future, I would prefer NOT to have this substitute assigned to:

- Teacher's name _____
- Grade level _____
- The building in any capacity _____

Principal's signature

Date

ADOPTED: December 15, 2004