

Performance Evaluation Input For An Administrator

The following performance input will be forwarded to the appropriate supervisor of the administrator upon whom you are commenting. The supervisor may use this input to better understand how others view the administrator's performance. This form may be shared with that individual.

Please answer the below:

1. I am a: Student Parent Certified ASD employee Classified ASD employee Community member
2. Name of employee for whom you are providing input: _____
3. Employment location of employee: _____
4. If known, direct supervisor of employee: _____
5. I have observed the employee's job performance: A great deal Frequently Somewhat Never

Please categorize the employee's job performance in the following areas:

1. The administrator provides leadership for the educational organization.
 Excellent Good Competent Poor Very Poor Not observed I don't know
2. The administrator guides instruction and supports and effective learning environment.
 Excellent Good Competent Poor Very Poor Not observed I don't know
3. The administrator oversees the implementation of curriculum.
 Excellent Good Competent Poor Very Poor Not observed I don't know
4. The administrator coordinates services that support student growth and development.
 Excellent Good Competent Poor Very Poor Not observed I don't know
5. The administrator provides for staffing and professional development to meet student learning needs.
 Excellent Good Competent Poor Very Poor Not observed I don't know
6. The administrator uses assessment and evaluation information about students, staff, and the community in making decisions.
 Excellent Good Competent Poor Very Poor Not observed I don't know
7. The administrator communicates with diverse groups and individuals with clarity and sensitivity.
 Excellent Good Competent Poor Very Poor Not observed I don't know
8. The administrator acts in accordance with established laws, policies, procedures, and good business practices.
 Excellent Good Competent Poor Very Poor Not observed I don't know
9. The administrator understands the influence of social, cultural, political, and economic forces on the educational environment and uses this knowledge to serve the needs of children, families, and communities.
 Excellent Good Competent Poor Very Poor Not observed I don't know
10. The administrator facilitates the participation of parents and families as partners in the education of children.
 Excellent Good Competent Poor Very Poor Not observed I don't know
11. Please provide any additional input you would like to share about the administrator's job performance:

Date submitted: _____ Name (optional): _____

Return this form to the HR Talent Management Department before the first week in May.

5530 E Northern Lights Blvd, Anchorage, AK 99504