

# EVALUATION WORKSHEET

SAN DIEGO UNIFIED SCHOOL DISTRICT

Reference: Collective Negotiations Contract Article 14

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Instructions: Use separate form for each objective. Evaluatee completes parts A, B, and C and forwards both copies of forms to evaluator. After review and/or the final decision on objectives, evaluator and evaluatee signs and returns one copy to evaluatee (Article 14, Sections 14.3.2, 14.4 and 14.8.6.1). Prior to final evaluation conference, evaluatee completes part D for each objective. Evaluator and evaluatee review and sign worksheets when Summary Evaluation Report is completed. Worksheets will be placed in personnel file either at district or site location.

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A. Objectives and Standards:

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B. Assessment Techniques:

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C. Support Requirements and/or Constraints

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D. Degree of Achievement:  
Evaluatee:

D. Degree of Achievement:  
Evaluator:

Parts A, B, and C

Part D

\_\_\_\_\_  
Evaluatee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluatee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluator's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluator's Signature

\_\_\_\_\_  
Date

I certify that this report has been discussed with me. I understand my signature does not necessarily indicate agreement. A copy of this Summary Evaluation Report and all attached documents will be placed in your personnel file after ten (10) working days. You may prepare a response and have the response attached to this document.