

WEST HEMPSTEAD UNION FREE SCHOOL DISTRICT
252 Chestnut Street
West Hempstead, NY 11552

MONITOR/AIDE EVALUATION FORM

Employee's Name _____ Building _____ Department _____
 Job Title _____ Date Employed _____ Date of Evaluation _____

I GENERAL ATTITUDE:	UNSATISFACTORY	SATISFACTORY			OUTSTANDING
		1	2	3	
Check number which best applies					
1. Cooperates with staff					
2. Tactful and courteous					
3. Respectful to community at large					
4. Knows and complies with policies					
5. Accepts instruction/constructive criticism					
II WORK HABITS:					
1. Attendance					
2. Punctuality					
3. Positive attitude toward work					
4. Quality of work					
5. Quantity of work					
6. Follows instruction					
7. Shows initiative in non-routine duties					
8. Dependability					

III COMMENTS:

SIGNATURES:

Employee _____ Date _____

Principal/Supervisor _____ Date _____

Central Administration _____ Date _____

cc: Principal
 Employee
 Personnel File