

# Substitute Evaluation

<b>Guest Teacher Name:</b>	<b>Date:</b>
<b>District and School Location:</b>	<b>Assignment:</b>
<b>PERFORMANCE INDICATORS:</b> (Check one box only, 5 is the highest rating)	
<b>1.</b> The guest teacher arrived on time for the daily teaching assignment.	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<b>Comments:</b>	
<b>2.</b> The guest teacher worked and communicated effectively and professionally with students, parents, other staff members and administration.	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<b>Comments:</b>	
<b>3.</b> The guest teacher upheld and enforced classroom and school procedures rules, and administrative regulations.	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<b>Comments:</b>	
<b>4.</b> The guest teacher followed the assigned lesson plans as provided.	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<b>Comments:</b>	
<b>5.</b> The guest teacher maintained professional mannerisms and appearance.	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<b>Comments:</b>	
<b>6.</b> The guest teacher demonstrated flexibility and responsiveness to diverse student needs.	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<b>Comments:</b>	
<b>7.</b> Would you recommend this guest teacher to be assigned to a classroom again?	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
<b>Comments:</b>	

**Classroom Teacher Name:**

**Classroom Teacher Signature:** \_\_\_\_\_

**Site Administrator Name:**

**Site Administrator Signature:** \_\_\_\_\_