



## SUBSTITUTE TEACHER EVALUATION FORM

Please fax or e-mail the completed form to the Kelly Services office at 412-391-3669 and schmipj@kellyservices.com. Thank you for your cooperation and feedback.

<b>Substitute Teacher Name</b>		<b>Date</b>	
<b>Principal Name</b>		<b>School</b>	
<b>Full-Time Teacher Name</b>		<b>Grade/Subject</b>	
<b>Please rate the substitute teacher on the following items:</b>	<b>Yes</b>	<b>No</b>	
Followed lesson plans?	<input type="checkbox"/>	<input type="checkbox"/>	
Provided favorable learning situation?	<input type="checkbox"/>	<input type="checkbox"/>	
Used acceptable methods of control?	<input type="checkbox"/>	<input type="checkbox"/>	
Projected favorable attitude while teaching?	<input type="checkbox"/>	<input type="checkbox"/>	
Left summary of work covered?	<input type="checkbox"/>	<input type="checkbox"/>	
Left the room in an orderly condition?	<input type="checkbox"/>	<input type="checkbox"/>	
Readily adapted to substitute teaching situation?	<input type="checkbox"/>	<input type="checkbox"/>	
Received favorably by students?	<input type="checkbox"/>	<input type="checkbox"/>	
Cooperated with school staff?	<input type="checkbox"/>	<input type="checkbox"/>	
Arrived on time and observed school schedules?	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Strengths:</b>			
<b>Weaknesses:</b>			
<b>Performance Summary:</b>	<input type="checkbox"/> Excellent	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Unsatisfactory
Recommended for continued substitute teacher employment?	<input type="checkbox"/> Yes		<input type="checkbox"/> No
<b>Please answer the following questions regarding Kelly Services:</b>			
Did the Kelly office communicate thorough information to you regarding your needs for this substitute teacher?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Was the Kelly staff helpful and cooperative?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Additional Comments:</b>			