



Evaluation Notification

Employee:		<input type="checkbox"/>	Adult Ed/Hourly
Site:		<input type="checkbox"/>	Permanent
Assignment:		<input type="checkbox"/>	Temporary
Administrator:		<input type="checkbox"/>	Probationary 1 st year
Date:		<input type="checkbox"/>	Probationary 2 nd year

The _____ school year is designated as your year for:

Evaluation Year

Non-Evaluation Year

Pursuant to the Evaluation Procedures described in Article 26 of the contract, we need to meet for the **Pre-Evaluation Orientation Meeting**. We will discuss the process, the standards for Evaluation and timelines. We will also set a date for your first announced observation. I look forward to meeting with you on:

Thank you