

Classified Staff - Nominator	1	2	3	4	Total Score
Nomination					
Explain why you chose to nominate this staff member by doing the following: evaluate the nominee on his/her ability and dedication to complete assigned duties; provide examples of his/her work performance and the commitment and pride he/she has for the job; and when applicable, discuss collaboration or self-improvement that is evident with this employee.	Explanation provides general reasons for nomination, with little evidence present. The nominee completes duties with a minimal amount of effort. No, or very little, pride is displayed in his/her work.	Explanation provides two pieces of evidence to support nomination. The nominee completes duties as expected. He/she does not work to improve self or the job at hand.	Explanation provides three or four pieces of evidence to support nomination. The nominee exceeds expectations when completing duties. He/she takes pride in his/her work and shows some effort in improving self or the job at hand.	Explanation provides more than four pieces of evidence to support nomination. The nominee goes above and beyond the expectations of the job. He/she works extremely hard at his/her duties and guarantees that the building, students, and/or staff are taken care of each day.	
Involvement (Choose One of the Following Criteria)					
Describe the nominee's commitment to the West Fargo community through volunteer work, civic responsibilities, and other leadership opportunities.	Fails to indicate any community involvement by the nominee.	Indicates a commitment to community through one service-related activity.	Indicates a commitment through various service-related activities. It is evident the nominee finds value in helping the community.	Indicates a strong commitment to the community through numerous, and varied, service-related activities.	
<u>OR</u>	---	---	---	---	---
Describe the nominee's commitment to his/her building and West Fargo Public Schools through volunteer work, civic responsibilities, and other leadership opportunities.	Fails to indicate any building/district involvement by the nominee.	Indicates a commitment to building/district through one service-related activity.	Indicates a commitment through various service-related activities. It is evident the nominee finds value in helping the building/district.	Indicates a strong commitment to the building/district through numerous, and varied, service-related activities.	