



Hourly Aide Evaluation Form

Name: _____ School: _____ Grade: _____ Date: _____

Rating Key: AA = Above Average

A = Average

BA = Below Average

NA = Not Applicable

I. Commitment to Total Program

	AA	A	BA	NA
a. Displays interest and enthusiasm	_____	_____	_____	_____
b. Displays evidence of professional growth and development as required for position.	_____	_____	_____	_____
c. Willing to put in essential time and effort.	_____	_____	_____	_____
d. Is punctual.	_____	_____	_____	_____
e. Attends regularly.	_____	_____	_____	_____
f. Willingly accepts and carries out assignments.	_____	_____	_____	_____
g. Performs routine tasks efficiently.	_____	_____	_____	_____
h. Maintains physical order of the classroom.	_____	_____	_____	_____
i. Learning to keep records.	_____	_____	_____	_____

Comments:

II. Responsiveness to Pupil's Program

	AA	A	BA	NA
a. Interacts positively with students.	_____	_____	_____	_____
b. Aware of child development issues.	_____	_____	_____	_____
c. Displays concern for students health and safety.	_____	_____	_____	_____
d. Accepts individual differences in students.	_____	_____	_____	_____
e. Displays resourcefulness in helping to provide an enriching experience for students.	_____	_____	_____	_____
f. Encourages students to communicate in many ways.	_____	_____	_____	_____

Comments:

III. Interpersonal Relationships

AA

A

BA

NA

a. Aware of classroom routines.

b. Competent in the reinforcement of skills.

c. Able to work with small instruction groups.

d. Can present lessons.

e. Completes work in scheduled time.

f. Demonstrates initiative and resourcefulness.

Comments:

IV. Parent Interaction

AA

A

BA

NA

a. Receptive to parent participation.

b. Participates in parent conferences and home visits.

c. Able to explain classroom procedures.

e. Has a positive attitude toward school and staff.

Comments:

V. Staff Relationships

AA

A

BA

NA

a. Accepts guidance and suggestions.

b. Cooperative team member.

c. Volunteers for projects outside the scope of position:

Comments:

Employee Signature

Date

Evaluator Signature

Date

The employee's signature indicates that he/she and the evaluator have discussed the evaluation and does not necessarily indicate agreement with the evaluation.