Professional Personnel

Exhibit - Unsatisfactory Performance Report for Substitute Teachers

To be submitted to the Building Principal. Please print.

Substitute Teacher's Name _____ ID # _____

School _____ Assignment _____

Classroom/Teacher's Name _____ Date(s) of substitution _____

Explanation of area(s) of concern:

_____

_____

_____

_____

_____

_____

_____

_____

Reported by: ☐ Student ☐ Staff ☐ Both

In the future, please do not assign this substitute to:

☐ Classroom/Teacher's Name _____

☐ Grade Level _____

☐ Building _____

☐ Any Position _____

_____

Reporter's Name (printed)

_____ _____

Reporter's Signature Date

Revised: September 2026