# CLASSIFIED EVALUATION SUMMARY

**Missoula County Public Schools**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name Job Title**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Building Report period from:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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The purpose of an Evaluation is to improve the effectiveness of each employee.

1. **Performance of duty:** The amount of regularly produced work consistent with job expectation.
2. **Use and maintenance of equipment:** Ability to learn and use new equipment and new technology.
3. **Attitude:** Amount of interest and initiative shown.
4. **Desire for improvement:** Plans own work satisfactorily; follows new methods upon request.
5. **Ability to get along with others:** Cooperation with adults and students.

# Statement of overall performance and recommendations.

I hereby acknowledge I have reviewed this evaluation with my supervisor and that I have received a copy of the evaluation.

Employee’s Signature Date

Supervisor’s Signature Date

Copy: Personnel/Employee