



# CONEJO VALLEY UNIFIED SCHOOL DISTRICT Substitute Teacher Evaluation Report

NAME OF SUBSTITUTE: Click here to enter text.

DATE(S) WORKED: Click here to enter a date.

SCHOOL: Click here to enter text.

REGULAR TEACHER: Click here to enter text.

GRADE AND/OR SUBJECT: Click here to enter text.

## SUBSTITUTE'S PERFORMANCE REPORT *(to be completed by regular teacher)*

THE SUBSTITUTE TEACHER:

CHECK ONE

Provided appropriate discipline

Satisfactory

Unsatisfactory

Followed lesson plans

Satisfactory

Unsatisfactory

Followed school procedures

Satisfactory

Unsatisfactory

Left room in satisfactory condition

Satisfactory

Unsatisfactory

Left report of day's activities

Satisfactory

Unsatisfactory

Followed attendance procedures

Satisfactory

Unsatisfactory

Any item checked "unsatisfactory" must be explained below.

COMMENTS: Click here to enter text.

Teacher's Signature: Click here to enter text.  
Type Name

Date: Click here to enter a date.

**PLEASE SAVE THIS FORM TO YOUR DESKTOP AND FORWARD VIA EMAIL TO YOUR PRINCIPAL FOR COMPLETION.**

## PRINCIPAL'S EVALUATION

CHECK ONE: SATISFACTORY

UNSATISFACTORY

NO OPPORTUNITY TO OBSERVE

PRINCIPAL'S COMMENTS: Click here to enter text.

SHOULD THE NEED ARISE AGAIN, WOULD YOU LIKE THIS SUBSTITUTE TO RETURN TO YOUR SCHOOL?

YES

NO

PRINCIPAL'S SIGNATURE: Click here to enter text.  
Type Name

**PRINCIPALS: PLEASE SAVE THIS FORM TO YOUR DESKTOP AND FORWARD VIA EMAIL TO [MARIATORRES@CONEJUSD.ORG](mailto:MARIATORRES@CONEJUSD.ORG).**