

COOS BAY PUBLIC SCHOOLS
 CLASSIFIED EMPLOYEE
 PERFORMANCE EVALUATION

BALDWIN, RAND D.
 TECHNOLOGY TECH II
 ADMINISTRATION

DATE May, 1999

*H = High Achievement
 S = Satisfactory Performance

I = Improvement Required
 *U = Unsatisfactory Performance

*Marks in these categories require written comment

H S I U

PERFORMANCE ABILITIES

X				Knowledge of Job, Tasks
X				Accuracy of Work, Thoroughness
	X			Time management - Planning - Organization
	X			Quality of Work

Comments: Rand is outstanding in performing his job. His skills are excellent.

H S I U

PERSONAL QUALITIES

	X			Attendance and Punctuality
	X			Personal Appearance and Neatness
	X			Adaptability
	X			Judgment
	X			Reliability/Dependability
X				Initiative

Comments: In working with building staff, Rand has been willing to take extra committee work and provide more assistance for software selection. He has also been willing to help with an enhanced opportunity for high school students.

H S I U

INTERPERSONAL SKILLS

	X			Public Relations
	X			Pupil Relations
	X			Staff Relations
X				Acceptance of Supervision
X				Attitude
	X			Confidentiality

Comments: Rand is a positive contributor, accepts supervision readily, and displays an eagerness to make all situations better.

I certify this report has been discussed with me. I understand my signature does not necessarily indicate agreement.

 Evaluator's Signature Date

Rand D Baldwin 5-26-99
 Employee's Signature Date

 Endorser's Signature Date