

## GARDNER PUBLIC SCHOOL DISTRICT – ESP Evaluation

Employee Name \_\_\_\_\_

School \_\_\_\_\_

Job Title \_\_\_\_\_

Date \_\_\_\_\_

Evaluator \_\_\_\_\_

Rating Key: Check most appropriate performance level in the space provided

E=Exceeds Standards M= Meets Standards NI= Needs Improvement U=Unsatisfactory NA=Not Applicable

	E	M	NI	U	NA
<b>1. STUDENT CENTERED RESPONSIBILITIES</b>					
a. Adapts to individual developmental stages of learning					
b. Accepts individual differences in students					
c. Supports and assists in the facilitation of student engagement					
d. Implements teaching procedures as designed and directed by the teacher					
e. Collects and records student data as requested					
f. Able to work with small instruction groups					
g. Competent in the reinforcement of skills					
h. Exhibits patience and support when dealing with disruptive behaviors					
i. Behaves in ways that ensures the health and safety of all students					
j. Follows students' plans					
<b>Registered Behavior Technician Only</b>					
k. Implements teaching procedures and IEP objectives as designed and directed by the teacher (i.e. task analysis, discreet trials, naturalistic/incidental teaching)					
l. Implements crisis emergency procedures as indicated by individual student plans and building protocol					
m. Collects and graphs behavior/academic data consistently and accurately as prescribed by the student's plan					
n. Assists teacher with assessment procedures when directed					
o. Adapts to students' prescribed communication methods as needed					
<b>Comments:</b>					

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<b>2. PROFESSIONALISM</b>					
a. Accepts and implements feedback					
b. Communicates needs effectively and in a timely manner					
c. Is a collaborative team member, shares ideas, offers help when needed					
d. Maintains confidentiality and professional boundaries upholding ethical requirements and regulations					
e. Maintains a positive attitude					
f. Demonstrates clear understanding of role expectations					
<b>Comments:</b>					
<b>3. COMMITMENT TO TOTAL PROGRAM</b>					
a. Is punctual					
b. Attends regularly					
c. Is aware of and maintains the classroom routine					
d. Willingly accepts and carries out assignments					
e. Performs routine tasks efficiently					
f. Appropriately accesses support from staff and administration					
g. Works well with minimal supervision once instructions are given					
<b>Tutors &amp; Registered Behavior Technician Only</b>					
h. Displays evidence of professional growth and development required for the position					
<b>Comments:</b>					

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**Corrective Action:** Areas needing corrective measures and suggested corrective action (To be accompanied by written improvement plan)

Overall Evaluation Rating (Circle One):

E=Exceeds Standards      M= Meets Standards      NI= Needs Improvement      U=Unsatisfactory

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluator Signature

\_\_\_\_\_  
Date

The employee’s signature indicates that he or she has received the evaluation. It does not denote agreement with its content. The employee may attach a rebuttal to this evaluation.

Receiving evaluations with overall ratings of Unsatisfactory and/or Needs Improvement in two consecutive school years meets the criteria for good cause.