

Hamburg School District

Substitute Teacher Evaluation Form

Name of Substitute Teacher_____ Grade/Subject_____

Date(s) Substitute Covered_____ Date Report Completed_____

Section A: Evaluation by Teacher

Please fill out the following form and return it to Mrs. Murphy in the Main Office.

	Went beyond expectations	Met expectations	Did not meet expectations	Does not apply
I. FULFILLMENT OF SUBSTITUTE EXPECTATIONS				
1. Followed the prepared lesson plans.				
2. Completed the Substitute Report.				
3. Left classroom in appropriate order.				
4. Student assignments were assigned and/or collected as requested.				
5. Observed teacher schedule and duties.				
II. CLASSROOM PERFORMANCE				
6. Student response was favorable.				
7. Provided an appropriate learning atmosphere.				
8. Used effective classroom management.				
9. Student behavior was appropriately handled.				
III. THIS PERSON SHOULD BE CONSIDERED FOR FUTURE COVERAGE OF YOUR CLASS	YES	NO		

Comments: (strengths, weaknesses, etc.)

Thank you for your input. In your absence, the school wants the best possible replacement for you. Substitute teacher assessment helps us see who does an appropriate job in order to know who to have back for you.

Teacher's Signature