

## Plainville Public Schools

### Food Service Department - Performance Evaluation Report Form

Name/Title: \_\_\_\_\_

#### Rating on Each Standard

##### Standard Area I

Exemplary

Proficient

Developing

Unsatisfactory

General Quality of Work

☐☐☐☐

Attendance and Punctuality

☐☐☐☐

Adherence to Proper Procedures

☐☐☐☐

Confidentiality

☐☐☐☐

**Overall – Area I**

☐☐☐☐

#### Rating on Each Standard

##### Standard Area II

Exemplary

Proficient

Developing

Unsatisfactory

Initiative and Mindset

☐☐☐☐

Independence

☐☐☐☐

Knowledge

☐☐☐☐

**Overall – Area II**

☐☐☐☐

#### Rating on Each Standard

##### Standard Area III

Exemplary

Proficient

Developing

Unsatisfactory

Interpersonal Skills

☐☐☐☐

Communication Skills

☐☐☐☐

Teamwork

☐☐☐☐

**Overall – Area III**

☐☐☐☐

## Overall Performance Rating

☐ Exemplary

☐ Proficient

☐ Developing

☐ Unsatisfactory

Rationale, evidence and feedback for improvement:

The Food Service employee shall have the opportunity to respond in writing to the evaluation.

Signature of Evaluator\_\_\_\_\_Date Completed\_\_\_\_\_

Signature of Food Service Employee\_\_\_\_\_Date Received\_\_\_\_\_