



School District of University City's
High School Learning Support Liaison

Summative Evaluation

Satisfactory

Indicates the Learning Support Liaison is demonstrating professional qualities and growth according to Board Policy, job description tenets and core competencies set forth by the Society for Human Resources Management (SHRM).

Unsatisfactory

Indicates the Learning Support Liaison is demonstrating weaknesses or deficiencies of a serious nature according to Board Policy, job description tenets and core competencies set forth by the Society for Human Resources Management (SHRM).

Please Demarcate The Applicable Field with an "X"

	Satisfactory	Unsatisfactory
KEY CORE COMPETENCIES		
1. The Learning Support Liaison connects students with other learning support services in the school or community.		
2. The Learning Support Liaison serves as a student advocate to assist students with addressing barriers in academics, attendance and conflict resolution.		
3. The Learning Support Liaison develops strategies to diminish suspensions for disruptive behavior and Safe Schools violations.		
4. The Learning Support Liaison identifies appropriate strategies and programs to reduce bullying and maintaining a high level of school safety.		
5. The Learning Support Liaison promotes student development through participation in community partnership activities.		
6. The Learning Support Liaison serves as a resource for alcohol, tobacco, drug, violence prevention programs and other social services agencies.		
7. The Learning Support Liaison facilitates professional development for all staff.		
8. The Learning Support Liaison fosters parental involvement through innovative strategies.		

	Satisfactory	Unsatisfactory
Board of Education Expectations		
1. The Learning Support Liaison responds to all external and internal customers in a timely and professional manner.		
2. The Learning Support Liaison demonstrates integrity - does the right thing because it is the right thing to do.		
3. The Learning Support Liaison demonstrates dependability - one internal and external customers can count on.		
4. The Learning Support Liaison demonstrates leadership - one who obtains positive results through goal directed performance.		
PROFESSIONALISM		
1. The Learning Support Liaison maintains an above average record of punctuality and attendance.		
2. The Learning Support Liaison uses technological and traditional resources to efficiently complete all work-related responsibilities.		
2. The Learning Support Liaison is committed to professional growth through conferences, continuing education courses and/or professional organization affiliations.		
3. The Learning Support Liaison consistently reports for duty in appropriate, professional attire.		
4. The Learning Support Liaison consistently exhibits a professional disposition to all internal and external customers.		
5. The Learning Support Liaison strictly adheres to all state and federal statutes regarding the safety and welfare of students.		
6. The Learning Support Liaison efficiently completes all job-related responsibilities in accordance with Board Regulations and Policies.		
7. The Learning Support Liaison performs all other job-related responsibilities as assigned by the building principal.		



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Summative Evaluation

Employee: _____

School: _____

Date: _____

Please limit comments to the following domains:

- I. Key Core Competencies
- II. Board of Education Expectations
- III. Professionalism

Commendations: _____

Recommendations: _____

Employee's Comments: _____

Employee's Signature: _____

Date: _____

Evaluator's Signature: _____

Date: _____

* My signature indicates this evaluation has been reviewed with me and I have received a copy.

Original Copy
Copy
Copy

Employee
School File
Human Resources