

## Professional Personnel

### **Exhibit - Unsatisfactory Performance Report for Substitute Teachers**

To be submitted to the Building Principal. Please print.

\_\_\_\_\_  
Substitute's name

\_\_\_\_\_  
ID #

\_\_\_\_\_  
School

\_\_\_\_\_  
Assignment

\_\_\_\_\_  
Classroom teacher's name

\_\_\_\_\_  
Date of substitution

Explanation of area(s) of concern:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reported by: ☐ Student ☐ Staff ☐ Both

In the future, please do not assign this substitute to:

☐ Classroom/Teacher's name \_\_\_\_\_

☐ Grade level \_\_\_\_\_

☐ Building \_\_\_\_\_

☐ Any Position \_\_\_\_\_

\_\_\_\_\_  
Reporter's name (printed)

\_\_\_\_\_  
Reporter's signature

\_\_\_\_\_  
Date

