



DEBRA KUBIN, SUPERINTENDENT
FRANKIE ALVARADO, ASSISTANT SUPERINTENDENT
HUMAN RESOURCES

511 S. Orchard Ave., Ukiah, CA 95482-3470 – (707) 472-5030 – Fax (707) 463-5491 – www.uusd.net

Date: _____

To: HUMAN RESOURCES

School/Department: _____

CLASSIFIED

CERTIFICATED

Name of Substitute: _____

Position Filled: _____

The substitute was:

EXCELLENT

FAIR

SATISFACTORY

UNSATISFACTORY

We would like to have this substitute again:

YES

NO

If the substitute was unsatisfactory in this position, please comment on the area where improvement is necessary, other areas in which the substitute might perform well, etc.,

PRINCIPAL/DIRECTOR/MANAGER SIGNATURE

Send completed form to: Jackie Hamada, District Attendance Specialist

CC: Personnel Commision