## LOS ANGELES UNIFIED SCHOOL DISTRICT HUMAN RESOURCE DIVISION

## EVALUATION OF SERVICE PERSONNEL INITIAL PLANNING SHEET

To be completed by the evaluatee and copy submitted to evaluator

Name	Employee No	Status	
School/Office	Location Code	Years at Present site	
Position	Class Code	Years of Service in Present Position	
OBJECTIVES	STRATEGIES TO ME		
Objectives should be written in relation to the areas of evaluation indicated on the final evaluation report (i.e., achievement of service objectives, preparation and planning, performance of assigned service, general professional skills, and punctuality and attendance)			
Submitted by			
Evaluatee's Signature	<del></del>	Date	
Reviewed and approved byEvaluator's Signature		Position	
At the initial planning conference held on		******	

Date