



Sample Performance Review Form

Name:		Position Title:	
Location:		Supervisor:	
Hire Date:	Time in Position:	Last Review:	Today's Date:

Rating		Performance Rating Definitions
5	Outstanding	Perfect performance with no room for improvement.
4	Exceeds Expectations	Near perfect performance that consistently exceeds extraordinary expectations.
3	Meets Expectations	Performance fully meets extraordinary expectations.
2	Need Improvement	Performance requires some additional training, effort and/or experience to fully meet extraordinary expectations
1	Significantly Below Expectations	Unacceptable performance that is significantly below extraordinary expectations and job standards.

Rating Category	Self-Rating	Supervisor Rating	Comments
Instructional Effectiveness			
Demonstrates strong knowledge of art techniques, history, and theory.			
Provides clear instruction and adapts teaching methods to accommodate diverse learning styles.			
Encourages creativity, self-expression, and critical thinking in students.			
Classroom Management			
Maintains a positive, structured, and respectful learning environment.			
Establishes and enforces classroom rules consistently and fairly.			
Handles behavioral issues promptly and effectively.			
Student Engagement & Development			

Motivates students to participate actively in art projects and discussions.			
Offers constructive feedback that supports student growth and skill development.			
Recognizes and nurtures individual student talent and creativity.			
Curriculum & Lesson Planning			
Plans lessons aligned with school standards and program goals.			
Integrates a variety of art forms, media, and cultural perspectives.			
Prepares age-appropriate projects that balance technical skills with creative freedom.			
Professionalism & Collaboration			
Maintains punctuality, organization, and preparedness for classes.			
Collaborates effectively with colleagues, staff, and administration.			
Demonstrates a commitment to ongoing professional development.			
Communication & Parent Interaction			
Communicates student progress clearly with parents/guardians.			
Provides timely updates on assignments, projects, and upcoming events.			
Builds strong relationships with families to support student success.			

Rating Category	Self-Rating	Supervisor Rating	Comments
Overall Rating	/30	/30	

My top 3 strengths are?
1.
2.
3.
<i>Supervisor Comments:</i>

My top 3 developmental opportunities are?
1.
2.
3.

<i>Supervisor Comments:</i>

My professional GOALS are...
Short term (3-6 months):
Long term (1 year+):
<i>Supervisor Comments:</i>

Steps I can take to achieve these goals:
1.
2.
3.
<i>Supervisor Comments:</i>

Ways my supervisor can help me achieve these goals:
1.
2.
3.
<i>Supervisor Comments:</i>

I am proud of myself because ...