

CUSTODIAL SERVICE RATING

Rating Period: Winter _____ Spring _____

Date: _____

Custodian Name _____ Social Security # _____

Title _____ School _____ Borough _____

Plant Manager _____ Principal _____

District _____ Borough Manager _____

Performance Rating Scale

Unsatisfactory	Needs Improvement	Satisfactory	Good	Excellent
1	2	3	4	5

Performance should be measured according to the standards defined and agreed to in the Annual Custodial Services Plan.

Excellent (5): Consistently performs all aspects of his/her job in an exceptional manner. All Annual Custodial Services Plan objectives and priorities are achieved at a level far beyond the agreed upon standards of performance. Custodian is a proactive, innovative, responsive and productive member of the school community who contributes significantly to developing the best possible learning environment for students.

Good (4): Consistently performs all aspects of his/her job in a manner above expectations. Annual Custodial Services Plan objectives and priorities are met at a level above the agreed upon standards of performance. For new custodians, significant progress is being made toward fulfilling the custodial needs of the school.

Satisfactory (3): Meets basic expectations for custodial performance. Custodial needs of the school are filled in a satisfactory manner. Annual Custodial Services Plan objectives and priorities are accomplished and meet the agreed upon standards of performance.

Needs Improvement (2): Custodial needs of the school are being filled at minimum level. Custodian is not meeting Annual Custodial Services Plan objectives and priorities at the agreed upon standards of performance.

Unsatisfactory (1): Custodial needs of the school are consistently not being met. Custodian is consistently not meeting the Annual Custodial Services Plan objectives and priorities.

Principal's Section

Rating Category	Rating	Rating Category	Rating
Cleaning		Maintenance	
1. Classrooms	___	13. Minor Repairs	___
2. Shops	___	Management	
3. Offices	___	14. Cooperation with Principal	___
4. Corridors (incl. Graffiti)	___	15. Emergency Responsiveness to Current Assignment	___
5. Stairways	___	Custodial Competencies	
6. Gym(s)	___	16. Initiative	___
7. Auditorium	___	17. Flexibility	___
8. Toilet Rooms & Sanitary Equipment	___	18. Management Ability	___
9. Windows & Interior Glass	___	19. Standards	___
10. Basement (if app.)	___	20. Interpersonal/ Communication Skills	___
11. Building Exterior (incl. graffiti)	___	21. School Community Relationships	___
12. Outdoor Playgrounds	___	TOTAL	_____
		Average Score (Total/21)	_____

Principal Comments (use additional paper if necessary)

 Principal

 Date

 *Custodian

 Date

*Signature does not necessarily indicate agreement