



**THE SCHOOL DISTRICT OF PALM BEACH COUNTY
SCHOOL FOOD SERVICE
Principal's Review of
School Food Service Manager**

REQUIRED

FY _____ First Review
 Second Review

The information on this form will be used to assist School Food Service in providing the School Food Service Manager with a complete year end evaluation as well as assist School Food Service during the year to have information pertaining to the School Food Service Manager's performance.

Employee ID: _____ School Name: _____

SFS Manager's Name: (first) _____ (last) _____

Mark appropriate response to the right of each question. A box is provided for comments, if applicable.
 Comments may not exceed 255 characters.

Leadership Skills

1. The School Food Service Manager interacts with employees in a way that is friendly, courteous, and tactful. The manager demonstrates respect for individual cultural differences and for the attitude and feelings of others. Yes No Sometimes

2. The School Food Service Manager works at facilitating the constructive resolution of conflict, and encourages cooperation, teamwork, and excellence in the completion of all tasks. Yes No Sometimes

Communication with Administrative Staff

1. The School Food Service Manager has good communication with all stakeholders. Yes No Sometimes

2. Information is received in a timely manner to permit reaction time. Yes No Sometimes

Customer Service

1. Members of the faculty and administration receive good customer service. Yes No Sometimes

2. Students are treated with kindness and respect by the cafeteria staff. Yes No Sometimes

SFS Manager's Name:(first) _____ (last) _____

Student and Parent Acceptance

1. Students are comfortable and receptive to the atmosphere in the cafeteria. Yes No Sometimes

2. Students are able to communicate with the School Food Service Manager and are able to resolve issues in a timely manner. Yes No Sometimes

3. Parents have accessibility to the School Food Service Manager and are able to resolve issues in a timely manner. Yes No Sometimes

Program Support

1. Do you believe the School Food Service Manager supports the Mission, Vision, and Goals of your school? Yes No Sometimes

2. Does the School Food Service Manager exemplify team player qualities? Yes No Sometimes

3. Does the School Food Service Manager act as part of the school team? Yes No Sometimes

4. Does the performance of the manager meet my overall satisfaction? Yes No Sometimes

Overall School Food Service Manager's Performance Satisfactory Unsatisfactory

Signature of Principal or Designee (Required)

Signature of Principal or Designee

Upon submission a copy for your records will be sent to your LiquidOffice Desktop inbox.

Print a copy for the School Food Service Manager before you submit.

Or, you may print a copy from your LiquidOffice Inbox after you submit.