



Consultant Evaluation

PO NUMBER

School/Department West Riviera Magnet Elem.  
 Name of Consultant Gina Navarro - Smile Youth Services  
 Contract Period From September 2003 To February 2004

Rating: 5 - Superior 4 - Satisfactory Plus 3 - Satisfactory 2 - Satisfactory Minus 1 - Unsatisfactory

JOB KNOWLEDGE AND SKILL

|  | 5 | 4 | 3 | 2 | 1 |
|--|---|---|---|---|---|
| 1. Technical and procedural know-how to complete the project |   | ✓ |   |   |   |
| 2. Knowledge of his/her specialty area                       |   | ✓ |   |   |   |
| 3. Ingenuity, creativity, and innovation                     |   | ✓ |   |   |   |
| 4. General quality of the work performed                     |   | ✓ |   |   |   |
| 5. Student Assessment  |   | ✓ |   |   |   |

PRODUCTIVITY

|   |  |   |  |  |  |
|---|--|---|--|--|--|
| 1. Services provided matched the specifications of the contract |  | ✓ |  |  |  |
| 2. Results produced   |  | ✓ |  |  |  |
| 3. Ability to meet goals as scheduled                           |  | ✓ |  |  |  |
| 4. Success of the project                                       |  | ✓ |  |  |  |

COMMUNICATION

|   |  |   |  |  |  |
|---|--|---|--|--|--|
| 1. Listening skills   |  | ✓ |  |  |  |
| 2. Returned phone calls, follow-up information, etc. in a timely manner |  | ✓ |  |  |  |
| 3. Overall communication skills   |  | ✓ |  |  |  |
| 4. Overall accessibility/availability                                   |  | ✓ |  |  |  |

INTERACTION

|  |  |   |  |  |  |
|--|--|---|--|--|--|
| 1. Working relationships with teachers and/or students               |  | ✓ |  |  |  |
| 2. Ability to work as part of a team                                 |  | ✓ |  |  |  |
| 3. Status updates and information received as the project progressed |  | ✓ |  |  |  |

Rating: A - Agree D - Disagree N/A - Not Applicable

|  | A | D | N/A |
|--|---|---|-----|
| 1. Demonstrates dependability  | ✓ |   |     |
| 2. Demonstrates ingenuity/creativity/innovation                              | ✓ |   |     |
| 3. Performs well under pressure  | ✓ |   |     |
| 4. Effective when presenting ideas orally                                    | ✓ |   |     |
| 5. Expresses ideas clearly and uses correct grammar in written communication | ✓ |   |     |
| 6. Listens effectively   | ✓ |   |     |
| 7. Provides feedback in a constructive and timely manner                     | ✓ |   |     |
| 8. Is self-reliant and requires little or no supervision                     | ✓ |   |     |
| 9. Treats staff and/or students with fairness, respect and integrity         | ✓ |   |     |

I would hire this consultant again.  Yes  No

*Valerie G Mason 8/14/04*  
 SIGNATURE OF EVALUATOR DATE  
 Valerie Reddick Mason  
 PRINT NAME OF EVALUATOR