



THE SCHOOL DISTRICT OF PALM BEACH COUNTY  
**Consultant Evaluation**

|           |
|-----------|
| PO NUMBER |
|-----------|

School/Department Safe Schools Center  
 Name of Consultant Lydia Kotei  
 Contract Period From 8/18/05 To 6/30/06

**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                     |   |   |   |   |   |

**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

\_\_\_\_\_  
 SIGNATURE OF EVALUATOR

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 PRINT NAME OF EVALUATOR