

Nominee: _____

Reviewer: _____



Nomination Rating Form

Reviewer: Please rate the CSEY Award nomination materials provided out of 100.

Documentation	Thoroughness of Response (10)	Quality of Supporting Evidence (10)	Total (20)
(1) Work performance			
(2) School and community involvement			
(3) Leadership and Commitment			
(4) Local support (from co-workers, school administrators, community members, etc., who speak to the nominee's exemplary work)			
(5) Enhancement of classified school employees' image in the community and schools			
(6) Any other areas deemed exceptional and pertinent. (Extra Credit Max 4 total)			(out 4)

Notes:

Nominee: _____

Reviewer: _____

Rating Scale

90-100 = Excellent response

- clearly addressed all five areas in an organized way
- provided numerous relevant examples and details about the employee's unique characteristics and practices
- thoroughly stated why the employee would be an excellent choice for the award
- the local support for the employee was convincing and enthusiastic

80-90 = Very good response

- responses addressed four of the five areas in an organized way
- provided several examples and details about the employee's unique characteristics and practices
- clearly stated why the principal would be a very good choice for the award
- the local support for the employee was clear and solid

70-80 = Satisfactory/average response

- addressed three of the five areas and most information is relevant
- provided a few examples and details about the employee's unique characteristics and practices
- briefly stated why the employee would be a good choice for the award
- the local support for the employee was adequate and general

60-70 = Fair/weak response

- addressed two of the five areas; not all information was relevant
- provided general statements with few examples or details about the employee's unique characteristics and practices
- did not state why the employee would be a good choice for the award
- the local support for the employee was limited, incidental, or confusing

<60 = Inadequate or minimal response

- addressed only one of the areas; much of the information is not pertinent
- provided general statements with no examples or details about the employee's unique characteristics and practices
- did not state why the employee would be a good choice for the award
- the local support for the employee was insufficient

For office use only

Nominee's Total Points (Overall) (*maximum = 104 points*):

Ranking: