



SOCORRO CONSOLIDATED SCHOOLS

700 Franklin Street, Socorro, NM 87801

TEL: 575-835-0300

www.socorroschools.org

Joyce Gormley
Superintendent

Kimberly Finley
Assistant Superintendent

FROM THE OFFICE OF PERSONNEL
Executive Director of Personnel: Rhiannon Crespin

Record of Substitute Teacher Observation

Please note:

You are required to complete three (3) one-hour observations with administrator conferences at each school you observe. If you want to substitute at both elementary and secondary levels you must have at least one visit in each of those school classifications. It is recommended that you observe in three different schools.

Name of Substitute: _____

Name of School: _____

Date of Classroom Observation: _____

Date of Conference with Building Administrator: _____

Is this person suitable to substitute in your school?

Yes No

If no, please explain:

Name of Building Administrator: _____

Signature of Building Administrator: _____

Date: _____