



**University of Denver**  
**INTERN PERFORMANCE EVALUATION FORM**

Intern's name Peter Griffin

Location of internship work Denver Public Schools- Career & Technology Education

Duration of internship: from 9/20/04 to 7/8/05  
(Date) (Date)

Course Number: EDU 4515/16 Credit Hours: 6

1. Did the intern achieve her/his objectives? (Refer to goals and activities agreed upon at the beginning of the internship) Yes X No     

1a. If you marked "No," which objective(s) was (were) not met?

1b. In your opinion, the objective(s) was (were) not met because:

2. If other objectives were achieved which were not on the intern's plan, briefly describe.

1. Worked on establishing a CTE Server for use by all CTE students in the district for their portfolios, career plans, etc. Researched equipment, software, programs needed as well as contractors to establish program to run the server.
2. Assisted in reestablishing a CTE Business Advisory Board. Activities included program of work, membership list, and establishing a vision, mission and values for the group.

3. In your opinion, are there other administrative experiences this intern should have before assuming an administrative position at this level? Yes X No X

Administration is such a broad scope of activities it is difficult to include all of them. So this is why I answered yes & no.

3a. If "Yes," briefly describe.

*fine administrator*

4. Using the scale below, please indicate the intern's performance demonstrated on the skills listed below:

- 0 = not observed
- 1 = needs much more work
- 2 = needs more work (marginal)
- 3 = performance was adequate
- 4 = performance was strong

Item	Rating
<b>Standards 1-3 Leadership, Contextual Understanding &amp; Planning of the Educational Process</b> Leads, plans, models, and sets high standards For the Educational process and programs	0 1 2 3 <b>4</b>
<b>Standards 4-6 Instructional Understanding, Implementation &amp; Evaluation</b> Effectively Leads, supports and evaluates instruction	0 1 2 3 <b>4</b>
<b>Standards 7-9 Supervision of Personnel, Students, and Resources</b> Knows and effectively utilizes and executes standards, Laws, policies, procedures, relationships, and resources	0 1 2 3 <b>3+</b> 4
<b>Standards 10-11 School Safety, Maintenance, Parents, &amp; Community</b> Develops and maintains appropriate environments, Relationships, partnerships, and programs	<b>0</b> 1 2 3 4

4a. Overall Administrative Performance. In your opinion, what is the intern's overall administrative potential?

(Circle One): None Limited Adequate **Strong**

Comments:

Innovation, Knowledge, leadership + enthusiasm are some of Pete's strengths. He will make a fine administrator



1. In your opinion, what were two or three (or more) strengths of this internship experience?

Flexibility to design the program to fit student needs  
Good way for supervising administrator to take a look at their program and do some assessment

2. In your opinion, were there two or three (or more) weaknesses of this internship experience?

Communication with the school - only had one meeting  
Helping students with balance - extreme amount of work with a life

Location of internship work: Denver Public Schools- Career & Technology Education

Duration of internship: from 3/2/05 to 7/2/05  
(Date) (Date)

3. Do you have two or three (or more) for strengthening the principal licensure internship in general?

Possible stipend for supervisor \_\_\_\_\_

Site Supervisor: Karen A. Cole 8/1/05  
Signature date

Recommended grade A

University Supervisor: \_\_\_\_\_  
Signature date

Final grade: \_\_\_\_\_

4. If other objectives were achieved which were not on the intern's plan, briefly describe:  
1. Worked on establishing a CTE Server for use by all CTE students in the district for their portfolios, career plans, etc. Researched equipment, software, programs needed as well as contractors to establish program to run the server.  
2. Assisted in reestablishing a CTE Business Advisory Board. Activities included program of work, membership list, and establishing a vision, mission and values for the group.  
3. In your opinion, are there other administrative experiences the intern should have before assuming an administrative position at this level? Yes X No X  
Administration is such a broad scope of activities it is difficult to include all of them. So this is why I answered yes & no.  
So if "Yes," briefly describe.