NOTIFICATION OF LESS THAN EFFECTIVE PERFORMANCE FOR INSTRUCTIONAL PERSONNEL (Article VII.A. 5 of the NTA Contract)	
NOTIFICATION OF LESS THAN SATISFACTORY PERFORMANCE FOR NON-INSTRUCTIONAL (Appendix D of the NESPA Contract)	
Name	Position
School/Dept	Date
+++++++++++++++++++++++++++++++++++++++	+++++++++++++++++++++++++++++++++++++++
Signature of Principal/Supervisor	Date
Signature of Employee	Date

Original - Administrator; Copy - Staff Member; Copy - Human Resources