

**MENDOCINO COUNTY PROBATION DEPARTMENT  
APPRAISAL OF EMPLOYEE PERFORMANCE**

Permanent	X
Provisional	
Probationary	

**COUNTY OF MENDOCINO**

Employee Name (Last Name first) <b>BRADSHAW, Sandra L.</b>	Classification <b>D.P.O.</b>	Department <b>Probation</b>	Division <b>Juvenile</b>
Date Appointed to this Classification <b>11/1/72</b>	Date Appraisal Due <b>5/2/76</b>	Date of Discussion <b>4/20/76</b>	Date of Hire <b>10/30/71</b>

**RATING CATEGORIES:**    **O - Outstanding**                      **S - Standard**                      **I - Improvement Needed**

AREAS OF PERFORMANCE		O	S	I	COMMENTS
<b>1. Quality of Work:</b>	Accuracy, neat and thorough, good organization, uses good judgement; proper use of tools, equipment or material; follows procedures.	X			
<b>2. Work Habits:</b>	Efficiency, punctuality, Safety habits, privilege abuse, self-improvement.	X			
<b>3. Quantity of Work:</b>	Meets deadlines, and production standards.	X			
<b>4. Personal Relationships:</b>	Tact, courtesy, tolerance, ability to communicate, ability to work with others; dress and grooming.	X			
<b>5. Attitudes:</b>	Thoroughness, initiative, adaptability, integrity, unbiased, service oriented.	X			
<b>6. Supervision:</b>	Skill in training employees, effectiveness in planning, organizing, and assigning work for others, delegating responsibility maintaining high standards of work and maintaining high working morale, decision making, motivating employees.	X			
<b>7. Others:</b>					

Overall Rating:    ☒ Outstanding                      ☐ Satisfactory                      ☐ Unsatisfactory  
Employee rated has been under my supervision for 12 months since last report

**RATER'S COMMENTS:** (Use reverse side if needed)

Sandy has continued to strive toward excellence. Her attitude and proficiency is outstanding. No one could hope for a more model employee.

Date: 4/21/76

Signature: \_\_\_\_\_

**EMPLOYEE'S COMMENTS:** (Use reverse side if needed)

Date: 4/21/76

Signature: Sandra L. Bradshaw

**DIVISION AND/OR DEPARTMENT-HEAD'S COMMENTS:** (Use reverse side if needed)

I concur in the rating given. I have made no change in the report except as noted below.

Date: March 22, 1976

Signature: [Signature]

BB-6-RRRR-RRRR

# EMPLOYEE PERFORMANCE REVIEW

NAME: BRADSHAW, SANDRA L.  
 Last First Initial

DATE: 4/21/75

PERIOD COVERED: From 4/12/74

To 4/21/75

DATE OF LAST RATING: 4/12/74

POSITION TITLE: D.P.O.

DATE EMPLOYED: 11/1/72

## PROBATION REVIEW

ACCEPT PROBATION \_\_\_\_\_  
 REJECT PROBATION \_\_\_\_\_

## MERIT SALARY REVIEW

FROM: Range 33 Step C Salary \$9

TO: Range 33 Step D Salary 10

Grant Increase X Deny Increase \_\_\_\_\_

## MERIT RATING

	*Outstanding	Above Standard	Standard	Needs Improvement	Unsatis- factory
Quantity of Work:	<u>X</u>				
Quality of Work:	<u>X</u>				
Interest in Work:	<u>X</u>				
Rate of Learning:		<u>X</u>			
Initiative:	<u>X</u>				
Ability to work w/others:	<u>X</u>				
Leadership Potential:		<u>X</u>			
Attendance:		<u>X</u>			
Punctuality:		<u>X</u>			
Safety Record:		<u>X</u>			

\*Evaluation of Outstanding or Unsatisfactory must be described in remarks.

## REMARKS:

Sandy is a very competent, conscientious employee who exemplifies the highest standards inherent in the work ethic. She continues to serve the youth and community in a loving authoritarian role.

I have reviewed the Evaluation and discussed it with my Supervisor.

Sandra L. Bradshaw  
 Employee's Signature

I have discussed the Evaluation with the employee.

Ralph H. Cooper  
 Supervisor's Signature

BB-RRRRRRRR

Approved by: \_\_\_\_\_  
 Department Head

DATE: \_\_\_\_\_

MERCED COUNTY PROBATION DEPARTMENT  
EMPLOYEE PERFORMANCE RATING

NAME: BRADSHAW, Sandra L.            DATE: 4/12/74  
Last First Initial

PERIOD COVERED: From 4/24/73 To 4/12/74

DATE OF LAST RATING: 4/24/73 POSITION TITLE:                                 

DATE EMPLOYED: 11/1/72

PROBATION REVIEW

ACCEPT PROBATION             
REJECT PROBATION           

MERIT SALARY REVIEW

FROM: Range 31.5 Step B Salary 857

TO: Range 31.5 Step C Salary 900

Grant Increase X Deny Increase           

MERIT RATING

	*Outstanding	Above Standard	Standard	Needs Improvement	Unsatisfactory
Quantity of Work:		<u>X</u>	<u>**</u>		
Quality of Work:	<u>X</u>				
Interest in Work:	<u>X</u>	<u>CS</u>			
Rate of Learning:		<u>X</u>	<u>**</u>		
Initiative:	<u>X</u>	<u>CS</u>			
Ability to work w/others:	<u>X</u>	<u>**</u>			
Leadership Potential:		<u>X</u>	<u>**</u>		
Attendance:		<u>X</u>	<u>**</u>		
Punctuality:		<u>X</u>	<u>**</u>		
Safety Record:		<u>X</u>	<u>**</u>		

\*Evaluation of Outstanding or Unsatisfactory must be described in remarks.

REMARKS:

Sandy has demonstrated a genuine warmth for the youngsters she works with.  
Her court reports are clear and concise, well organized and show a thorough  
grasp of the presenting situation

I have reviewed the Evaluation and discussed it with my Supervisor.

Sandra L. Bradshaw  
Employee's Signature

I have discussed the Evaluation with the employee.

BB6-RRRRRRRR 3

Approved by: [Signature]  
Department Head

Supervisor's Signature

DATE: June 7, 1974

MENDOCINO COUNTY PROBATION DEPARTMENT

EMPLOYEE PERFORMANCE RATING

NAME: Bradshaw, Sandra L.  
Last First Initial

DATE: 4-24-73

PERIOD COVERED: From 11-1-72

To Present

DATE OF LAST RATING: N/A

POSITION TITLE: Deputy Probation Officer

DATE EMPLOYED:

PROBATION REVIEW

ACCEPT PROBATION

REJECT PROBATION

MERIT SALARY REVIEW

FROM: Range Step Salary

TO: Range Step Salary

Grant Increase X Deny Increase

MERIT RATING

	*Outstanding	Above Standard	Standard	Needs Improvement	Unsatisfactory
Quantity of Work:	X				
Quality of Work:	X				
Interest in Work:	X				
Rate of Learning:		X			
Initiative:	X				
Ability to work w/others:		X			
Leadership Potential:		X			
Attendance:		X			
Punctuality:		X			
Safety Record:		X			

\*Evaluation of Outstanding or Unsatisfactory must be described in remarks.

REMARKS:

Sandra has moved from Juvenile Hall Counselor to the Deputy Probation Officer position with a magnitude of enthusiasm. She has been extremely involved and very well received by young people as well as their parents.

I have reviewed the Evaluation and discussed it with my Supervisor.

Sandra L. Bradshaw  
Employee's Signature

I have discussed the Evaluation with the employee.

BB-6-RRRRRRRR4

Ralph H. Cooper  
Supervisor's Signature

Approved by:

Department Head

DATE: April 24, 1973

**MENDOCINO COUNTY PROBATION DEPARTMENT**  
**APPRAISAL OF EMPLOYEE PERFORMANCE**

Permanent	X
Provisional	
Probationary	

**COUNTY OF MENDOCINO**

Employee Name (Last Name first) <b>BRADSHAW, Sandra L.</b>	Classification <b>D.P.O.</b>	Department <b>Probation</b>	Division <b>Juvenile</b>
Date Appointed to this Classification <b>11/1/72</b>	Date Appraisal Due <b>5/2/76</b>	Date of Discussion <b>4/20/76</b>	Date of Hire <b>10/30/71</b>

**RATING CATEGORIES:**    O - Outstanding                      S - Standard                      I - Improvement Needed

AREAS OF PERFORMANCE		O	S	I	COMMENTS
<b>1. Quality of Work:</b>	Accuracy, neat and thorough, good organization, uses good judgement; proper use of tools, equipment or material; follows procedures.	X			
<b>2. Work Habits:</b>	Efficiency, punctuality, Safety habits, privilege abuse, self-improvement.	X			
<b>3. Quantity of Work:</b>	Meets deadlines, and production standards.	X			
<b>4. Personal Relationships:</b>	Tact, courtesy, tolerance, ability to communicate, ability to work with others; dress and grooming.	X			
<b>5. Attitudes:</b>	Thoroughness, initiative, adaptability, integrity, unbiased, service oriented.	X			
<b>6. Supervision:</b>	Skill in training employees, effectiveness in planning, organizing, and assigning work for others, delegating responsibility maintaining high standards of work and maintaining high working morale, decision making, motivating employees.	X			
<b>7. Others:</b>					

Overall Rating:    ☒ Outstanding                      ☐ Satisfactory                      ☐ Unsatisfactory  
 Employee rated has been under my supervision for 12 months since last report

**RATER'S COMMENTS:** (Use reverse side if needed)

Sandy has continued to strive toward excellence. Her attitude and proficie is outstanding. No one could hope for a more model employee.

Date: 4/21/76

Signature: \_\_\_\_\_

**EMPLOYEE'S COMMENTS:** (Use reverse side if needed)

Date: 4/21/76

Signature: Sandra L. Bradshaw

**DIVISION AND/OR DEPARTMENT-HEAD'S COMMENTS:** (Use reverse side if needed)

I concur in the rating given. I have made no change in the report except as noted below.

**BB-6-RRRRRRRR**

Date: March 22, 1976

Signature: [Signature]

M<sup>U</sup>JOCINO COUNTY PROBATION DEPARTMENT

EMPLOYEE PERFORMANCE RATING

NAME: BRADSHAW, Sandra L. L. DATE: 4/12/74  
Last First Initial

PERIOD COVERED: From 4/24/73 To 4/12/74

DATE OF LAST RATING: 4/24/73 POSITION TITLE: \_\_\_\_\_

DATE EMPLOYED: 11/1/72

PROBATION REVIEW

ACCEPT PROBATION \_\_\_\_\_  
REJECT PROBATION \_\_\_\_\_

MERIT SALARY REVIEW

FROM: Range 31.5 Step B Salary 857

TO: Range 31.5 Step C Salary 900

Grant Increase X Deny Increase \_\_\_\_\_

MERIT RATING

	*Outstanding	Above Standard	Standard	Needs Improvement	Unsatisfactory
Quantity of Work:		X	*		
Quality of Work:	X				
Interest in Work:	X				
Rate of Learning:		X	*		
Initiative:	X				
Ability to work w/others:	X				
Leadership Potential:		X	*		
Attendance:		X	*		
Punctuality:		X	*		
Safety Record:		X	*		

\*Evaluation of Outstanding or Unsatisfactory must be described in remarks.

REMARKS:

Sandy has demonstrated a genuine warmth for the youngsters she works with.  
Her court reports are clear and concise, well organized and show a thorough  
grasp of the presenting situation

I have reviewed the Evaluation and discussed it with my Supervisor.

Sandra L. Bradshaw  
Employee's Signature

I have discussed the Evaluation with the employee.

BB-6-RRRRRRRR

Approved by: [Signature]  
Department Head

7 Supervisor's Signature

DATE: June 7, 1974

# EMPLOYEE PERFORMANCE RATING

NAME: BRADSHAW, SANDRA L.  
 Last First Initial

DATE: 4/21/75

PERIOD COVERED: From 4/12/74

To 4/21/75

DATE OF LAST RATING: 4/12/74

POSITION TITLE: D.P.O.

DATE EMPLOYED: 11/1/72

## PROBATION REVIEW

ACCEPT PROBATION \_\_\_\_\_  
 REJECT PROBATION \_\_\_\_\_

## MERIT SALARY REVIEW

FROM: Range 33 Step C Salary \$9

TO: Range 33 Step D Salary 10

Grant Increase X Deny Increase \_\_\_\_\_

## MERIT RATING

	Outstanding	Above Standard	Standard	Needs Improvement	Unsatisfactory
Quantity of Work:	<u>X</u>				
Quality of Work:	<u>X</u>				
Interest in Work:	<u>X</u>				
Rate of Learning:		<u>X</u>			
Initiative:	<u>X</u>				
Ability to work w/others:	<u>X</u>				
Leadership Potential:		<u>X</u>			
Attendance:		<u>X</u>			
Punctuality:		<u>X</u>			
Safety Record:		<u>X</u>			

\*Evaluation of Outstanding or Unsatisfactory must be described in remarks.

## REMARKS:

Sandy is a very competent, conscientious employee who exemplifies the highest standards inherent in the work ethic. She continues to serve the youth and community in a loving authoritarian role.

I have reviewed the Evaluation and discussed it with my Supervisor.

Sandra L. Bradshaw  
 Employee's Signature

I have discussed the Evaluation with the employee.

Ralph H. Cooper  
 Supervisor's Signature

BB6-RRRRRRRR

Approved by: \_\_\_\_\_  
 Department Head

DATE: \_\_\_\_\_

MENDOCINO COUNTY PROBATION DEPARTMENT

EMPLOYEE PERFORMANCE RATING

NAME: Bradshaw, Sandra L.  
Last First Initial

DATE: 4-24-73

PERIOD COVERED: From 11-1-72

To Present

DATE OF LAST RATING: N/A

POSITION TITLE: Deputy Probation Officer

DATE EMPLOYED:

PROBATION REVIEW

ACCEPT PROBATION

REJECT PROBATION

MERIT SALARY REVIEW

FROM: Range Step Salary

TO: Range Step Salary

Grant Increase X Deny Increase

MERIT RATING

	*Outstanding	Above Standard	Needs Improvement	Unsatisfactory
Quantity of Work:	X			
Quality of Work:	X			
Interest in Work:	X			
Rate of Learning:		X		
Initiative:	X			
Ability to work w/others:		X		
Leadership Potential:		X		
Attendance:		X		
Punctuality:		X		
Safety Record:		X		

\*Evaluation of Outstanding or Unsatisfactory must be described in remarks.

REMARKS:

Sandra has moved from Juvenile Hall Counselor to the Deputy Probation Officer position with a magnitude of enthusiasm. She has been extremely involved and very well received by young people as well as their parents.

I have reviewed the Evaluation and discussed it with my Supervisor.

Sandra L. Bradshaw  
Employee's Signature

I have discussed the Evaluation with the employee.

BB-6-RRRRRRRR  
Ralph H. Cooper  
Supervisor's Signature

Approved by:

Department Head

DATE: April 24, 1973



**MENDOCINO COUNTY PROBATION DEPARTMENT**  
**APPRAISAL OF EMPLOYEE PERFORMANCE**

Permanent	X
Provisional	
Probationary	

**COUNTY OF MENDOCINO**

Employee Name (Last Name first) <b>BRADSHAW, Sandra L.</b>	Classification <b>D.P.O.</b>	Department <b>Probation</b>	Division <b>Juvenile</b>
Date Appointed to this Classification <b>11/1/72</b>	Date Appraisal Due <b>5/2/76</b>	Date of Discussion <b>4/20/76</b>	Date of Hire <b>10/30/71</b>

RATING CATEGORIES:    **O** - Outstanding                      **S** - Standard                      **I** - Improvement Needed

AREAS OF PERFORMANCE		O	S	I	COMMENTS
1. Quality of Work:	Accuracy, neat and thorough, good organization, uses good judgement; proper use of tools, equipment or material; follows procedures.	X			
2. Work Habits:	Efficiency, punctuality, Safety habits, privilege abuse, self-improvement.	X			
3. Quantity of Work:	Meets deadlines, and production standards.	X			
4. Personal Relationships:	Tact, courtesy, tolerance, ability to communicate, ability to work with others; dress and grooming.	X			
5. Attitudes:	Thoroughness, initiative, adaptability, integrity, unbiased, service oriented.	X			
6. Supervision:	Skill in training employees, effectiveness in planning, organizing, and assigning work for others, delegating responsibility maintaining high standards of work and maintaining high working morale, decision making, motivating employees.	X			
7. Others:					

Overall Rating:    ☒ Outstanding                      ☐ Satisfactory                      ☐ Unsatisfactory  
 Employee rated has been under my supervision for 12 months since last report

RATER'S COMMENTS: (Use reverse side if needed)

Sandy has continued to strive toward excellence. Her attitude and proficiency is outstanding. No one could hope for a more model employee.

Date: 4/21/76

Signature: \_\_\_\_\_

EMPLOYEE'S COMMENTS: (Use reverse side if needed)

Date: 4/21/76

Signature: Sandra L. Bradshaw

DIVISION AND/OR DEPARTMENT-HEAD'S COMMENTS: (Use reverse side if needed)

I concur in the rating given. I have made no change in the report except as noted below.

**BB6-RRRR RRRR**

Date: March 22, 1976

Signature: [Signature]

# EMPLOYEE PERFORMANCE RATING

NAME: BRADSHAW, SANDRA L.  
 Last First Initial

DATE: 4/21/75

PERIOD COVERED: From 4/12/74

To 4/21/75

DATE OF LAST RATING: 4/12/74

POSITION TITLE: D.P.O.

DATE EMPLOYED: 11/1/72

## PROBATION REVIEW

ACCEPT PROBATION           

REJECT PROBATION           

## MERIT SALARY REVIEW

FROM: Range 33 Step C Salary \$9

TO: Range 33 Step D Salary 10

Grant Increase X Deny Increase           

## MERIT RATING

	Above *Outstanding	Standard	Standard	Needs Improvement	Unsatis- factory
Quantity of Work:	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Quality of Work:	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Interest in Work:	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Rate of Learning:	<u>          </u>	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Initiative:	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Ability to work w/others:	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Leadership Potential:	<u>          </u>	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Attendance:	<u>          </u>	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Punctuality:	<u>          </u>	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>
Safety Record:	<u>          </u>	<u>X</u>	<u>          </u>	<u>          </u>	<u>          </u>

\*Evaluation of Outstanding or Unsatisfactory must be described in remarks.

## REMARKS:

Sandra is a very competent, conscientious employee who exemplifies the highest standards inherent in the work ethic. She continues to serve the youth and community in a loving authoritarian role.

I have reviewed the Evaluation and discussed it with my Supervisor.

Sandra L. Bradshaw  
 Employee's Signature

I have discussed the Evaluation with the employee.

Ralph H. Cooper  
 Supervisor's Signature

BB-6-RRRRRRRR,10

Approved by:                                   
 Department Head

DATE:

MERCED COUNTY PROBATION DEPARTMENT

EMPLOYEE PERFORMANCE RATING

NAME: BRADSHAW, Sandra L. DATE: 4/12/74  
Last First Initial

PERIOD COVERED: From 4/24/73 To 4/12/74

DATE OF LAST RATING: 4/24/73 POSITION TITLE: \_\_\_\_\_

DATE EMPLOYED: 11/1/72

PROBATION REVIEW

ACCEPT PROBATION \_\_\_\_\_  
REJECT PROBATION \_\_\_\_\_

MERIT SALARY REVIEW

FROM: Range 31.5 Step B Salary 857

TO: Range 31.5 Step C Salary 900

Grant Increase X Deny Increase \_\_\_\_\_

MERIT RATING

	*Outstanding	Above Standard	Standard	Needs Improvement	Unsatisfactory
Quantity of Work:		X	*		
Quality of Work:	X				
Interest in Work:	X				
Rate of Learning:		X	*		
Initiative:	X				
Ability to work w/others:	X				
Leadership Potential:		X	*		
Attendance:		X	*		
Punctuality:		X	*		
Safety Record:		X	*		

\*Evaluation of Outstanding or Unsatisfactory must be described in remarks.

REMARKS:

Sandy has demonstrated a genuine warmth for the youngsters she works with.  
Her court reports are clear and concise, well organized and show a thorough  
grasp of the presenting situation

I have reviewed the Evaluation and discussed it with my Supervisor.

Sandra L. Bradshaw  
Employee's Signature

I have discussed the Evaluation with the employee.

BB-6-RRRRRRRR !!

Approved by: [Signature]  
Department Head

Supervisor's Signature

DATE: June 7, 1974

MENDOCINO COUNTY PROBATION DEPARTMENT

EMPLOYEE PERFORMANCE RATING

NAME: Bradshaw, Sandra L.  
Last First Initial

DATE: 4-24-73

PERIOD COVERED: From 11-1-72

To Present

DATE OF LAST RATING: N/A

POSITION TITLE: Deputy Probation Officer

DATE EMPLOYED:

PROBATION REVIEW

ACCEPT PROBATION

REJECT PROBATION

MERIT SALARY REVIEW

FROM: Range Step Salary

TO: Range Step Salary

Grant Increase X Deny Increase

MERIT RATING

	Above *Outstanding	Standard	Needs Improvement	Unsatis- factory
Quantity of Work:	X			
Quality of Work:	X			
Interest in Work:	X			
Rate of Learning:		X		
Initiative:	X			
Ability to work w/others:		X		
Leadership Potential:		X		
Attendance:		X		
Punctuality:		X		
Safety Record:		X		

\*Evaluation of Outstanding or Unsatisfactory must be described in remarks.

REMARKS:

Sandra has moved from Juvenile Hall Counselor to the Deputy Probation Officer position with a magnitude of enthusiasm. She has been extremely involved and very well received by young people as well as their parents.

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Employee's Signature

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BB-6-RRRRRRRR

Ralph H. Cooper  
Supervisor's Signature

Approved by: [Signature]  
Department Head

DATE: April 24, 1973