

**LAFAYETTE PARISH SCHOOL BOARD
REQUEST FOR PERSONNEL ASSISTANCE**

Years: 0-3 ___ 4+ ___

SCHOOL _____

TEACHER _____

GRADE /SUBJECT _____

I. What help have you given the teacher? _____

II. Have you completed an observation form? Yes No

III. Was a copy of the observation form mailed to the Central Office? Yes No

IV. If assistance is needed from the Central Office, who would you suggest?

Signature of Principal _____

Date of Request _____

Copy distribution:

White - Human Resources Office

Pink - Administrator

Yellow - Central Office/Curriculum Department