

Staff Evaluation

The purpose of staff evaluation is primarily improvement and growth in the employee's work and secondarily, to assist in the service recognition, promotion, non-renewal, discipline, and dismissal of employees. Through observations and appraisal of performance, administrators and supervisors are able to offer the guidance and assistance that permits an employee to examine his/her own practices and work toward greater effectiveness. The evaluation process will also provide data with which supervisors can determine the qualities and abilities of employees and to measure their performance.

The Board considers staff evaluation as one of the district's most important functions. All employees should strive to develop a spirit of cooperation as the appraisals are developed.

Evaluation structures and procedures shall be as objective and uniform as possible but of necessity will also include subjective assessments as well. Evaluation will be based on actual observation of those practices, behaviors, and conditions which give evidence of the quality of work performance.

All employees shall be evaluated, at least once annually, by the immediate supervisor pursuant to procedures established by the Superintendent. In the case of teachers and administrators, the evaluations shall be conducted in accord with existing statutes.