

SUBJECT: EVALUATION OF CLASSIFIED STAFF

Appraisal of work performance is useful to both the District and the individual employee. Done systemically and through discussion with employees, it contributes to the self-renewal of the school system. Appraisal satisfies the need to know how one is doing and what one is being judged on. It serves as a motivator to overcome weaknesses and to capitalize on strengths. It contributes to developing a partnership for improvement between employees and their supervisors.

The Superintendent of Schools is directed to see that a system for evaluating classified personnel is developed and implemented according to contractual agreement. Such a system should be cooperative in nature. That is, the rating is to be done in a conference between the evaluator and evaluatee so that the employee is able to discuss with his supervisor each item on which he is rated before the evaluator records his final decision.

Adopted: 02/15/05

