

Corbett School District 39

Code: **GCN/GDN**
Adopted: 1/20/88
Revised/Readopted: 5/21/98, 12/17/98
Orig. Code(s): GCM/GCN

Evaluation of Staff

An effective evaluation program is essential to a quality educational program and an important tool in the improvement of the individual teachers' instruction, in the assessment of his/her performance and in the ability of the individual classified employee to carry out his/her specific job assignments. Under Board policy, administrators are charged with the responsibility of evaluating the staff in order to assess the performance of individual employees in meeting the expectations of their job descriptions and performance standards. An evaluation program provides a tool for supervisors who are responsible for making decisions about promotion, demotion, contract extension, contract non-extension, contract renewal or non-renewal, dismissal and discipline.

This evaluation program is designed to provide an opportunity for staff to set goals and objectives, including plans for professional growth and career opportunities and receive administrative responses to them; to have peer assistance as appropriate; to have formal and informal observations of the teaching of licensed employees and the performance of other duties and job responsibilities of all staff; to receive verbal and written comments and suggestions for improvement from supervisors; and to have clear opportunities to make improvement within specific timelines.

All classified employees will be formally evaluated by their immediate supervisor at least twice during their first year of employment and at least once a year thereafter.

Evaluation of licensed staff shall be conducted to conform with applicable Oregon Revised Statutes and any applicable labor contract provisions.

END OF POLICY

Legal Reference(s):

ORS 243.650

ORS 332.505

ORS 342.850

OAR 581-022-1720