

InterMountain Education Service District

Code: **GCN/GDN**
Adopted: 1/19/11
Readopted: 10/16/13

Evaluation of Staff

It is the policy of the Board to provide for at least an annual written evaluation of all ESD personnel, unless otherwise allowed by ORS 342.850.

1. It is the philosophy of the ESD that a personnel evaluation is an essential component of a total staff development program. A successful evaluation system will stress the achievement of the major goals of the ESD, encourage professional growth and enhance career satisfaction for the employee. A major function of the ESD is to provide quality services to its public in a cost effective manner, but employees should have the opportunity to work in an environment that is equitable, safe, challenging and rewarding.
2. Evaluations used to improve performance shall be clearly differentiated from those which may be used for non-renewal of or dismissal from employment, and the staff member shall be made aware of this purpose and be informed that dismissal procedures are being initiated.
3. Unless otherwise provided in an appropriate collective bargaining agreement, evaluation results shall be discussed with the employee and the employee shall have the opportunity to make a written statement regarding the evaluation and have it placed in the personnel file.
4. Evaluation of licensed teachers and administrators shall be in compliance with board adopted procedures and customized based on collaborative efforts and include the core teaching and administrative standards, respectively, adopted by the State Board of Education.
5. Evaluations shall be guided by the position descriptions, annual goal setting by employee and supervisor, and the use of state and ESD evaluation documents.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#)
[ORS 334.125\(5\)](#)
[ORS 342.815 to- 342.934](#)
[OAR 581-024-0245](#)