

225.1 EVALUATION OF ADMINISTRATIVE STAFF

Administrative staff members shall be evaluated annually by the district administrator, or his/her designee. Such evaluations shall be carried out in conjunction with the annual evaluation of the district administrator by the Board.

Administrative staff evaluations shall be based on board-adopted position descriptions and such performance objectives as are agreed to by the district administrator, or his/her designee, and the individual administrative staff member. Strengths of the administrative staff member shall be discussed and areas of improvement suggested.

The district administrator, or his/her designee, shall provide a written evaluation summary for each administrative staff member concerning his/her job performance. The district administrator shall inform the Board of the results of administrative evaluations.

Reviewed, revised, and approved by the Board of Education on February 20, 2006.