

EVALUATION: ALL EMPLOYEES

- I. It is the responsibility of all supervisors to evaluate the work of assigned employees and to make reports on appropriate district forms. Evaluations shall be made at any time the conditions warrant in accordance with the procedures prescribed by Nevada Revised Statutes and by the Human Resources Division.
 - A. Nonlicensed administrators, licensed employees, support staff and school police employees will be evaluated on the basis of developed performance standards.
 - B. The primary purpose of the evaluation process is to assess employee competency. The assessment should provide employees with an awareness of the procedures used in evaluation and should include an analysis of employee performance with recommendations for improvement to enhance the educational process.
 - C. An administrative or other supervisory employee who is aware of a specific deficiency in the performance of a person he/she evaluates must follow progressive discipline practices. Once a deficiency has been noted in writing to an employee, that deficiency should be a part of the employee's evaluation unless the deficiency has clearly been remediated. The failure to objectively evaluate deficiencies will be reflected in the Performance Evaluation Report of the supervising administrator.

Nothing in this paragraph shall be construed to abrogate the concept of progressive discipline.

II. Satisfactory Licensed Teacher's Performance

- A. A licensed teacher's performance shall be considered to be overall satisfactory when the teacher:
 1. Is carrying out the expectations of established performance criteria.
 2. Is meeting contractual obligations.
 3. Is meeting other such reasonable requirements as set forth in the individual work site handbooks.

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- B. The administration will develop and publish procedures and standards to determine overall satisfactory performance for both probationary and postprobationary licensed teachers.

III. Satisfactory Licensed and Nonlicensed Administrator's Performance

- A. An administrator's performance shall be considered to be overall satisfactory when the administrator:
 - 1. Is carrying out the expectations of the established job description.
 - 2. Is meeting contractual obligations.
 - 3. Is meeting other such reasonable requirements as set forth for the assigned worksite.
- B. The administration will develop and publish procedures and standards to determine overall satisfactory performance for both probationary and postprobationary administrators.

Legal References: NRS Chapter 391 Evaluation of Teachers,
Licensed School Support Personnel
NRS Chapter 391 Administrators: Evaluation

Review Responsibility: Human Resources Division

Adopted: [4160/4450/4760:7/11/63]

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