

SENECA VALLEY SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EVALUATION OF
INSTRUCTIONAL II
EMPLOYEES

ADOPTED: AUGUST 12, 2002

REVISED: SEPTEMBER 15, 2003

412. EVALUATION OF INSTRUCTIONAL II EMPLOYEES	
1. Purpose	There shall be a plan for regular, periodic evaluation of the district's Instructional II employees (also referred to as "professional employees"). A minimum of one (1) evaluation will be completed each year.
2. Authority SC 1123	<p>The evaluation plan for Instructional II employees shall be in accordance with the state plan for such purposes or in accordance with a plan approved by the Board.</p> <p>The Board directs that the district shall utilize the state approved evaluation form or an evaluation form equivalent to the state approved form and approved by the Board.</p>
3. Guidelines	<p>A form, Observation/Conference Anecdotal Report, has been developed which shall be used as directed by all principals and supervisors in appraising Instructional II employee effectiveness.</p> <p>An Instructional II employee, after reasonable notice, may review any material in his/her personnel file. S/He may file a statement concerning any items s/he feels derogatory and may request and receive one (1) copy of any such material.</p>
4. Delegation of Responsibility	The Superintendent shall prepare procedures for the evaluation of all Instructional II employees.