Classified Personnel BP 4215

## PROBATION AND EVALUATION

Classified employees will be classified as either probationary or regular employees. All classified employees shall be considered employed on a probationary basis and classified as such for a period of ninety calendar days from the date of employment. If the employee is employed thereafter, the employee shall be classified as a regular employee.

An evaluation of the employee's work performance shall be completed and reviewed with the employee upon completion of the probationary period. A satisfactory evaluation shall be necessary for continued employment.

Regular employees shall be evaluated annually by their immediate supervisor and approved by the administrator in charge. The evaluation shall be reviewed with the employee.

Legal Reference:

<u>ALASKA STATUTES</u> 23.40.070 Declaration of policy (PERA)

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