

Lyon County School District Board Memo

Date: February 25, 2025
To: Board of School Trustees
From: BillieJo Hogan, Executive Director of Human Resources
Re: Revisions to LCSD Board Policy GCBA: Performance Evaluations for Non-Licensed Personnel

Recommendation

That the Board of Trustees approve revisions to LCSD Board Policy GCBA: Performance Evaluations for Non-Licensed Personnel as a second and final reading.

Background Information

After each Nevada legislative session, the staff at POOL/PACT (our public agency insurance pool and risk management/human resources support entity) provide school districts with recommended policy changes based on the recent laws that were passed. Updating the LCSD policies to reflect the recommended changes keeps us in good standing with the insurance pool and mitigates our risk and liability. Please note that POOL/PACT expects school districts to adapt their recommended changes to meet the specific needs of the district, so long as the adaptations are consistent with the new NRS and federal employment laws. Therefore, the recommended changes from district administration may not match word for word with POOL/PACT's recommended language.

Revisions to Policy GCBA: Performance Evaluations for Non-Licensed Personnel replace all existing language to provide clearer guidance on the purpose of evaluations. The updated policy emphasizes that evaluations are intended to foster productive feedback and conversations focused on improvement. Key updates include:

1. **Expanded Scope:** The policy now applies to all personnel except teachers and site administrators.
2. **Evaluation Timelines:** Clear timelines are established for evaluating both probationary and post-probationary non-licensed employees.
3. **Employee Participation:** Employees are encouraged to actively participate in their performance evaluations, promoting engagement and collaboration.
4. **Administrative Regulations:** Regulations have been added to address timelines for managing deteriorating or inadequate performance, ensuring prompt and effective action when necessary.

These revisions enhance clarity, support professional growth, and align evaluation practices with district goals.

Budget Considerations

None

Discussed at Previous Meeting

January 28, 2025 first reading

Attachment(s)

LCSD Policy GCBA: Performance Evaluations for Non-Licensed Personnel