

Personnel

Performance Evaluation

District staff members are a critical force in accomplishing the District's strategic mission and objectives. To support their efforts, all staff members are to have performance evaluations that provide an opportunity for:

- reflection on the effectiveness of current teaching or other work practices, their compliance with Board of Education policy, and their alignment with District, building, and grade-level standards and initiatives
- identifying meaningful ways to impact student achievement in the District, and
- setting individual goals and plans to achieve them.

Frequency of Evaluation

~~At a minimum, all employees are to be evaluated annually.~~ Teachers will be evaluated based on the frequency laid out in the District's evaluation plan. Occasionally, more frequent informal assessments may be helpful and will be scheduled at the direction of the Superintendent. Relevant information gained from informal evaluations may be included in the permanent personnel record when the provisions found in the District's evaluation plan are met.

Means of Evaluation

All employees are to be measured against documented ~~position-specific~~ performance objectives using a consistent ~~district-wide~~ rating scale. The District's teacher evaluation system will be conducted under the plan filed with the Illinois State Board of Education. The Superintendent is responsible for designing and implementing a program for evaluating the job performance of each educational support staff member according to standards contained in School Board policies as well as in compliance with State law and any applicable collective bargaining agreement.

Documentation

All annual performance evaluations are to be documented in writing and placed in the staff member's permanent personnel record.

ADOPTED: March 16, 2005

REVISED: September 23, 2009; **September 20, 2023**