

Educational Support Personnel

Evaluation

Please refer to the following current Agreements:

Professional Agreement between Mid-Valley Special Education Cooperative Executive Advisory Board and Mid-Valley Special Education Association-IEA/NEA.

Professional Agreement between Mid-Valley Special Education Cooperative Executive Advisory Board and the Therapy Association for Special Children, IEA/NEA.

For those employees not covered by these Agreements:

The Executive Director is responsible for designing and implementing a program for evaluating the job performance of each educational support staff member according to standards contained in Advisory Board policies as well as in compliance with State law and any applicable collective bargaining agreement. The standards for the evaluation program shall include, but not be limited to:

1. Each employee shall be evaluated annually, ~~preferably before the annual salary review.~~ *For the first two years of employment, every 2-3 years thereafter.*
2. The direct supervisor shall provide input.
3. The employee's work quality, promptness, attendance, reliability, conduct, judgment, and cooperation shall be considered.
4. The employee shall receive a copy of the annual evaluation.
5. All evaluations shall comply with State and federal law and any applicable collective bargaining agreement.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:150 (Personnel Records)

ADOPTED: April 4, 2012