

ADMINISTRATION

PERSONNEL POLICIES FOR MANAGEMENT EMPLOYEES

MANAGEMENT EVALUATION

It shall be the duty of the Superintendent to evaluate all administrative staff. The Superintendent shall develop the necessary evaluation procedures and documents required to establish a system of administrator evaluations pursuant to Article XI, Chapter 3, Part 25, Division 3, Title 2 of the California Education Code.

The Superintendent and his/her designees shall evaluate administrative personnel at least once every other year. The evaluation shall be in writing and shall be placed in the personnel file. Each administrative employee shall receive a copy of the evaluation and shall have the right to initiate a written reaction or response to the evaluation for placement in the personnel file.

The Superintendent and his/her administrative designees as the designated “employing authority,” shall bear the legal responsibility for the evaluation of site administrators.

Legal Reference: Article XI, Chapter 3, Part 25, Division 3, Title 2 of the Education Code
Commencing at 44662(b)

Adopted: May 16, 2000