

EVALUATION OF SUPPORT STAFF

~~Every support employee of the Alexandria City Public Schools will be evaluated on an annual basis. Evaluation shall be a requirement for all personnel in the Alexandria City Public School Division.~~

~~The Superintendent shall assure that cooperatively developed procedures for support staff evaluations are implemented within the Division and included in the Division's policy manual. Evaluation of support staff employees shall be a cooperative and continuing process with formal appraisal periodically.~~ The results of the evaluation shall be in writing, dated and signed by the evaluator and the person being evaluated, with one copy going to the Central Office personnel file and one copy to the employee.

The primary purposes of evaluation and assistance ~~is~~are:

- to optimize student learning and growth;
 - to contribute to the successful achievement of the goals and objectives of the Division's educational plan;
 - to provide a basis for leadership improvement through productive performance appraisal and professional growth;
 - to implement a performance evaluation system that promotes a positive working environment and continuous communication between the employee and the evaluator that promotes continuous professional growth, leadership effectiveness, improvement of overall job performance and improved student outcomes; and
 - to promote self-growth, instructional effectiveness, and improvement of overall professional performance.
1. ~~To raise the quality of instruction and educational service to the children of the community.~~
 2. ~~To raise the standards of the division as a whole.~~
 - 3.1. ~~To aid the individual to grow and improve.~~

~~The superintendent shall assure that cooperatively developed procedures for support staff evaluations are implemented within the division and included in the division's policy manual.~~

Adopted: November 17, 1998

Amended: June 15, 2006

Amended:

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78, 22.1-253.13:7.CB.7

Cross Refs.: CBG Evaluation of the Superintendent

GCN Evaluation of Licensed Staff

GD Support Staff

GDB Support Staff Employment Status

GDG Support Staff Probationary Period

GDPF Suspension of Staff Members

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