

## EVALUATION OF SUPPORT STAFF

The Board of Education believes that the evaluation of support staff is an essential component of supervision and decision-making regarding staff promotions and retention. The Board therefore directs the Superintendent of Schools to develop standards and criteria for the evaluation of all support staff.

All non-probationary support staff personnel will undergo such evaluation once each year, in cooperation with his/her immediate supervisor. Newly appointed employees will be evaluated consistent with the Civil Service Rules for Clinton County.

The purposes of support staff evaluations are:

1. to provide an objective basis for employee improvement;
2. to maintain salaries commensurate with job requirements and responsibilities; and
3. to recognize qualified employees.

Adoption date: March 23, 2006