

## ADMINISTRATION

### Series 200

Policy Title ... ADMINISTRATIVE/MANAGEMENT APPRAISAL Code No. 225.1

A process of appraisal/evaluation of administrators and management personnel will be developed and implemented by the Superintendent.

The Superintendent is responsible for the performance appraisal of the following administrators:

- Assistant Superintendent - Curriculum and Instruction
- Assistant Superintendent - Business Services
- Principals

The principals are responsible for the performance appraisal of the:

- Assistant Principals

The Assistant Superintendent is responsible for the performance appraisal of:

- Director of Health Services
- Director of Curriculum and Instruction
- Director of Technology
- Director of Community Education
- Director of Special Education

The Assistant Superintendent for Business is responsible for the performance appraisal of the:

- Supervisor of Buildings and Grounds

All administrators will follow appropriate procedures in appraising the performance of administrators directly under his/her supervision.

Administrators responsible for evaluating administrators or management personnel will design a process to complete this responsibility. Copies of all final evaluations will be submitted to the superintendent and will be placed in the administrator's or manager's personnel file.

Date of Adoption:

October, 1986

Revised:

April, 1987

Reviewed/Revised:

November 12, 2007