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District 77 Policy 455

455 NONCERTIFICATED PERSONNEL - PERFORMANCE REVIEW

I. PURPOSE

The purpose of this policy is to provide for a process of performance review for noncertificated personnel.

II. GENERAL STATEMENT OF POLICY

- A. The School Board is committed to the goal of providing the best possible educational opportunities for students in District 77.
- B. Recognizing that educational programs are the result of services of people, the School Board supports systematic performance reviews aimed at helping people to do a better job which will result in improved services and educational opportunities for students.
- C. Performance review should aid the employees in gaining insights into strengths and weaknesses and should lead to self-improvement.
- D. Should the performance of a noncertificated employee not be satisfactory, proper notice and due process shall be followed in compliance with Policy 452 (Noncertificated Personnel - Dismissal).
- E. The Superintendent of Schools shall be responsible for the implementation of a system of periodic reviews for all employees of the District.

Cross References: District 77 Policy 452 (Noncertificated Personnel - Dismissal)