

BERMUDIAN SPRINGS SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EVALUATION OF
TEMPORARY PROFESSIONAL
EMPLOYEES

ADOPTED: March 14, 2006

REVISED:

<p>1. Purpose</p> <p>2. Authority SC 1108, 1123 Pol. 412</p> <p>3. Guidelines</p>	<p style="text-align: center;">413. EVALUATION OF TEMPORARY PROFESSIONAL EMPLOYEES</p> <p>The Board envisions the probationary period as an opportunity to evaluate the development of new employees through careful supervision and appraisal and to selectively eliminate those who cannot meet the standard of excellence demanded by the profession.</p> <p>There shall be a plan for the evaluation of temporary professional employees that recognizes their conditions of employment and the requirements of law.</p> <p>The Board directs that the evaluation plan for temporary professional employees shall be consistent with the evaluation plan for professional employees, where possible.</p> <p>In order to gain permanent status within the district, a teacher must gain tenure in the manner prescribed by law and fulfill the requirements for making his/her teaching certificate permanent.</p> <p>The probationary period for temporary professional employees shall be three (3) years. Temporary professional employees who attain a satisfactory rating at the end of the three-year period shall be tendered a regular contract. Attainment of this status shall be recorded in the Board minutes, and written notification shall be sent to the employee.</p> <p>A timely conference shall be held between the employee and the evaluating supervisor, during which the employee's weaknesses and strengths are discussed as part of the evaluation.</p> <p>All temporary professional employees shall be informed in writing of their evaluation at least two (2) times each year by the Superintendent.</p>
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<p>4. Delegation of Responsibility</p> <p>SC 1108</p>	<p>When there is a good reason to believe that the final rating will be unsatisfactory, the temporary professional employee shall be notified of this possibility prior to receiving the final rating. It shall be the responsibility of the principal to alert any teacher in danger of receiving an unsatisfactory rating as soon as the unsatisfactory performance is considered to be a trend.</p> <p>An employee who is not offered a regular contract after three (3) years of service shall be sent a letter signed by the Board President and Board Secretary, setting forth explicitly the reasons for the action.</p> <p>The Superintendent or designee shall develop procedures for the evaluation of temporary professional staff members.</p> <p>Administrators responsible for supervising temporary professional employees shall make every effort to assist such staff members in improving deficiencies disclosed by observation and evaluation and may conduct additional observations and evaluations of employees who are marginally competent.</p> <p>The Superintendent shall certify the evaluations of all temporary professional employees during the last four (4) months of the initial three (3) years of employment, as required by law.</p>
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