Code: **GDB3**
Adopted: June 24, 2006

**GDB3. Performance Evaluations – Administrators**

The purpose of appraising the performance and effectiveness of administrators is to promote improvement in the administrative function, to recognize exceptional professional performance, and to bring continued improvement in the school district.

Each administrator's performance and effectiveness will be assessed within the scope of that person's area of responsibility, goals and objectives, and individual performance objectives.

Areas of responsibility in which individuals may be evaluated are established in their job descriptions.

An administrator must be evaluated each year or as any time conditions warrant in accordance with NRS 391.3127.

The evaluation shall be done and completed 60 days prior to the end of the contract year.

Results of the evaluation will be put in writing and discussed with the administrator by the person who does the evaluation.

The administrator being evaluated will have the right to attach a memorandum to the written evaluation.

All results of the evaluations will be kept in confidential personnel files maintained at the Superintendent's Office.

END OF POLICY

---

Legal Reference: