Merchantville Board of Education 130 South Centre Street Merchantville, NJ 08109	File Code : 4216 Proposed : 02/18/2014 Adopted : 02/25/2014 Revised : Reviewed : 05/06/2024

Evaluation

The chief school administrator shall maintain factual personnel records on all support employees and shall direct evaluation procedures.

Before increments for support staff members are approved for succeeding years, administrative and supervisory personnel in the schools shall submit to the chief school administrator a report on the work and attitude of each employee under their jurisdiction.

The employee's supervisor has the responsibility for seeing that each employee knows the basis upon which he/she is to be evaluated in advance of the evaluation.

Key Words

Evaluation, Teacher Evaluation, Personnel Evaluation

Legal References:

N.J.S.A. 18A:11-1 General mandatory powers and duties

N.J.S.A. 18A:17-2 Tenure of secretaries, assistant secretaries, school business administrators, business managers and secretarial and clerical employees

N.J.S.A. 18A:17-3 Tenure of janitorial employees

N.J.S.A. 18A:38-33 Tenure of attendance officers in city districts

Possible Cross References:

*3510 Operation and maintenance of plant

*3541.33 Transportation safety

*4212.6 Personnel records

4217.51 Withholding increment

4217.52 Dismissal/suspension

*Indicates policy is included in the Critical Policy Reference Manual.