

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EVALUATION OF
PROFESSIONAL EMPLOYEES

ADOPTED: December 16, 2004

REVISED: August 17, 2006

412. EVALUATION OF PROFESSIONAL EMPLOYEES	
1. Purpose	There shall be a plan for regular, periodic evaluation of all professional employees of the school.
2. Authority SC 1123	<p>The evaluation plan for professional employees shall be in accordance with the state plan for such purposes or in accordance with a plan approved by the Joint Operating Committee.</p> <p>The Joint Operating Committee directs that the administration shall utilize for evaluation of professional employees the state approved evaluation forms with supporting documentation.</p>
3. Guidelines	<p>The objectives of the school's evaluation plan for professional employees are:</p> <ol style="list-style-type: none">1. To identify, improve and reinforce the skills, attitudes and abilities that enable an employee to be effective in achieving established goals.2. To identify and suggest ways to improve on weaknesses that prevent an employee from achieving established goals. <p>The evaluation plan shall:</p> <ol style="list-style-type: none">1. Be in accordance with terms of the collective bargaining agreement.2. Be uniform throughout the school and provide for both academic and career and technical professional employees.3. Provide a procedure for assessing duties and responsibilities other than primary functions.4. Provide a procedure for identifying and commending effective performance, as well as counseling and assisting employees on a professional basis.5. Provide for evaluation of all professional employees annually.

