Adopted: 2/9/2021

EVALUATION OF SUPPORT PERSONNEL

An approved evaluation instrument will be used to evaluate support personnel on the basis of job performance as listed on their job description. A copy of the evaluation will be given to the employee and a copy will be placed in the employee's personnel file. Evaluations of support employees will be completed prior to recommendation of rehire each year unless unforeseeable circumstances preclude evaluation prior to recommendations for re-hire or termination of employment.