

EVALUATION OF STAFF PROCEDURES

**Certificated Classroom Teachers**

Certificated classroom teachers will be evaluated in compliance with RCW 28A.405.

**Evaluation of Certificated Principals/Site Administrators**

Certificated principals/site administrators will be evaluated in compliance with RCW 28A.405.

**Evaluation of Certificated Support Personnel**

Non-classroom teachers, employed as education staff associates (ESAs) pursuant to WAC 181-79A-140(5), are not required to be evaluated on the four-level rating system.

**Evaluation of Classified Employees**

The performance of classified staff will be evaluated at least once per year, except that new employees will be evaluated within ninety (90) calendar days after commencement of employment. The performance criteria for the evaluation will contain statements of attitudinal characteristics which are true for all classified staff as well as elements of the staff member's specific job description. At least one (1) evaluation will take place by August 15.

Any employee whose performance does not meet minimum requirements based upon the performance criteria will be handled in accordance with Policy 5280, Separation from Employment.

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