

## TEACHING STAFF EVALUATION

Evaluation is the means by which the quality of a certified staff member's performance is appraised. It shall serve to improve the quality of the instructional program by providing the staff member with helpful information about his/her strengths and weaknesses and it shall provide the district with essential personnel data. It shall also serve to:

- A. Improve the quality of instruction by determining the extent to which the objectives of education are being met.
- B. Provide a basis for inservice training, the development of instructional practices and improved selection of instructional materials.
- C. Provide motivation for self-improvement.
- D. Provide criteria which will serve as a standard of excellence and help staff know what is expected of them.
- E. Provide data for analyzing the effectiveness of the educational program.

The building principal or supervisor shall observe and evaluate each certified staff members. All certified staff evaluations shall be based on written job descriptions and shall be in compliance with the provisions of the current employe agreement.

Following the observation, a conference shall be held between the building principal or supervisor and the staff members. Copies of the written observation shall be placed in the staff member's personnel file. Copies of the written evaluation shall be available to the Board upon request.

LEGAL REF.: Section 121.02(1)(q) Wisconsin Statutes  
PI 8.01(2)(q), Wisconsin Administrative Code

CROSS REF.: Staff Handbooks

APPROVED: February 19, 1996  
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