

# **Evaluation of Employees Not Covered by a Collective Agreement Regulation**

## **2230-10 | Evaluation of Employees Not Covered by a Collective Agreement Regulation**

Date Approved: February 19 2015

Date Amended: July 31 2019

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Regular evaluation of all employees not covered by a Collective Agreement promotes improvement in administrative functions and recognizes exceptional performance. The objective is to achieve continued improvement in processes in the district.

Evaluation should be completed annually.

The Superintendent or delegate shall be responsible for implementing evaluations for all teacher certified staff not covered by a Collective Agreement.

The Superintendent or delegate shall be responsible for evaluating the Secretary-Treasurer, the Director, Human Resources and other exempt staff who provide direct service to students.

The Secretary-Treasurer or delegate shall be responsible for implementing evaluations for all non-teaching staff not covered by a Collective Agreement.

A professional growth plan shall be created by the evaluator and employee, which includes goals and strategies where areas for improvement have been identified.

### **REFERENCES**

School Act, Section 15(2)