

# Administrative Procedure 405

## Human Resources

---

### SUPERVISION & EVALUATION

#### BACKGROUND

The charter board believes that supervision and evaluation of personnel are important components for providing high-quality learning experiences to students and support services to the school.

The charter board further believes that supervision and evaluation of staff must be ethical, fair, just and based on processes known to those affected by this policy.

Professional practices used to implement this policy must respect procedural fairness and provide opportunities to appeal.

The charter board's intention with this policy is to:

1. promote continuous improvement in employee effectiveness in regard to their roles and responsibilities;
2. provide feedback to employees on the quality of their job performance; and
3. assure the school partners that the professional performance of employees is commensurate with the expectations of the charter board.

The superintendent and principal are jointly responsible for the administration of this policy.

The principal is responsible for the implementation of this policy.

#### REGULATIONS/PROCEDURES

Specific guidelines for supervision and evaluation are to be established for each category of employee.

<b>Legal Reference:</b>	<i>Charter Agreement</i>
<b>Cross Reference:</b>	AP-445 Administrator Growth, Supervision and Evaluation AP-423 Teacher Growth, Supervision and Evaluation AP-484 Supervision and Evaluation of Support Staff
<b>Date of Adoption:</b>	June 7, 1999
<b>Date of Revision:</b>	October 20, 2015, October 2, 2019, July 8, 2023
<b>Due for Review:</b>	July 8, 2026