

EVALUATION OF STAFF

P4403

The job performance of each staff member will be evaluated as required in the appropriate negotiated agreement. If no timetable is specified, then each person will be evaluated annually. The evaluation will be based on the job description and upon mutually agreed upon goals. The instrument for evaluation will be mutually agreed upon.

1. The Principals or designee will evaluate staff in accordance with law, School Committee policy, and current negotiated agreements.
2. The Superintendent or designee will evaluate staff serving in more than one building and systemwide staff in accordance with law, School Committee policy, and current negotiated agreements.
3. The Director of Special Education, with input provided by the Principal, will evaluate the Special Education staff.
4. The Coordinators/Director of Guidance, with input provided by the Principal, will evaluate the Guidance staff.
5. The Athletic Director will evaluate each coach and assistant coach at the close of each middle school and high school sports season.
6. The Superintendent or designee may also evaluate any staff at the Superintendent's discretion at any time.

Westford Public Schools Policy References:

P2108 – Instructional Program

Other References:

Westford Education Association Unit A (Teachers') Agreement

Policy Adopted: April 9, 2001

Policy Reviewed:

Policy Revised:

WESTFORD PUBLIC SCHOOLS

Westford, Massachusetts 01886