

POLICY

No. 4075

Page 1 of 1

EMPLOYEE EVALUATIONS

All employees not covered by a negotiated collective bargaining agreement will be evaluated in writing at least once a year.

The District Superintendent shall develop and promulgate procedures for such evaluations to insure that they are uniformly conducted throughout the BOCES.

All evaluations will be subject to review of the appropriate division director and/or District Superintendent.

The employee shall be permitted to respond to the evaluation in writing. The evaluation document and the employee's written response, if any, will be placed in the employee's personnel file. A copy of all evaluations shall be furnished to the employee.

Adopted: November 18, 1985

Ratified: December 16, 1985

Amended: