

PENN MANOR SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EVALUATION OF
TEMPORARY PROFESSIONAL
EMPLOYEES

ADOPTED: February 8, 1999

REVISED:

413. EVALUATION OF TEMPORARY PROFESSIONAL EMPLOYEES	
1. Purpose	There shall be a plan for evaluation of temporary professional employees that recognizes their special needs and the requirements of law.
2. Authority SC 1108, 1123 Pol.412	The Board directs that the evaluation plan for temporary professional employees shall be consistent with the evaluation plan for professional employees, where possible.
3. Guidelines SC 1108	Each temporary professional employee shall be notified of his/her progress at least twice each year during the first three (3) years of employment and in accordance with the district's professional evaluation system.
4. Delegation of Responsibility	The Superintendent shall develop procedures for the evaluation of temporary professional staff members. Administrators responsible for supervising temporary professional employees shall make every effort to assist such staff members in improvement of deficiencies disclosed by observation and evaluation and may conduct additional observations and evaluations of employees who are marginally competent.
SC 1108	The Superintendent shall certify as to the evaluations of all temporary professional employees during the last four (4) months of the initial three (3) years of employment, as required by law.
School Code 1108, 1123	