

EVALUATION OF SUPPORT STAFF

- I. The Board of Education recognizes the importance of implementing a program of support staff member evaluations for the purpose of promoting individual job performance and continuous improvement of services to students.
- II. The goals of the Board's evaluation plan for support staff are as follows:
 - A. improve and reinforce the skills, attitudes, and abilities, which enable a support staff member to be effective in achieving assigned job responsibilities and adding to the mission of the District;
 - B. identify and remediate weaknesses, which prevent a support staff member from achieving assigned duties;
 - C. take the staff members from where they are and move them to a higher level.
- III. Administrative Guideline 4220 outlines the process for support staff member evaluations.
- IV. All support staff members shall serve a twelve (12) month probationary period commencing on the employee's starting date. Service beyond the twelve (12) month probationary period shall be deemed as satisfactory completion of the probationary period. During the probationary period, employees shall be subject to dismissal by the Superintendent, with a recommendation from the employee's supervisory administrator. The Board will be informed of all terminations.

Cross reference:

Administrative Guideline 4220 – Support Staff Evaluation

Adopted: 6/18/01

Revised: 2/8/10; 3/12/15

The Port Washington-Saukville School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Special Services, Port Washington-Saukville School District, 100 W. Monroe Street, Port Washington, WI 53074 - Duane.Woelfel@pwssd.k12.wi.us