

PERSONNEL

File: GCN

EVALUATION OF PROFESSIONAL STAFF

Evaluation shall be a requirement for all personnel in the Charlottesville City School division. Evaluation of professional employees shall be a cooperative and continuing process with formal appraisal periodically. The results of the evaluation shall be in writing, dated and signed by the evaluator and the person being evaluated, with one copy going to the central office personnel file and one copy to the person being evaluated.

The purpose of evaluation and assistance is:

1. To raise the quality of instruction and educational services to the children of the community.
2. To raise the standards of the division as a whole.
3. To aid the individual to grow and improve.

The superintendent shall assure that cooperatively developed procedures for professional staff evaluations are implemented throughout the division and included in the division's policy manual.

The Board of Education Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Administrators and Superintendents should be consulted during the development of the evaluation procedures.

Any teacher whose evaluation indicates deficiencies in managing student conduct may be required to attend professional development activities designed to improve classroom management and discipline skills.

Adopted: February 19, 1998
Revised: April 15, 1999
Revised: March 4, 2004
Revised: March 20, 2008
Revised: June 16, 2011

Legal References: Code of Virginia, 1950, as amended, sections 22.1-70, 22.1-78.
22.1-253.13:7 C-7 and 22.1-276.2

The Board of Education Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Administrators and Superintendents, 2000.

Cross Reference: GCN Supervision of the Evaluation Process
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