

1 Joint School District No. 2, Meridian
2 Meridian Technical Charter High School, Inc. has adopted West Ada's (Joint School District No. 2) policy.
3 ADMINISTRATION

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5 Series 300

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7 Policy Title Supervision and Evaluations – Code No. 303
8 Administrators/Supervisors
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11 Evaluation of employees promotes excellence and improves overall job performance.
12 Multiple measures are utilized in which the evaluation criteria and procedures for the
13 evaluation are research based and aligned to Charlotte Danielson Framework for
14 Teaching Second Edition.

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16 Throughout the school year, evaluators must make a concerted effort to observe the
17 performance of the administrator/supervisor. This includes substantial direction,
18 observation and gathering of input from a variety of constituents, including teachers,
19 patrons, students, classified personnel, and district office personnel. The key to
20 successful evaluations and performance improvement is regular dialogue and feedback
21 about performance observations.

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23 A timeline for goal setting, mid-year, and annual evaluations will be established and
24 approved by the board. A superintendent-approved administrator/supervisor evaluation
25 document will be used and submitted to the appropriate supervisor, and a copy will be
26 placed in their personnel file at the end of the evaluation cycle.

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28 Date of Edit/Revision:
29 8/12/02; 6/24/14
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31 LEGAL REFERENCE:

32 Idaho Code Sections

- 33 9-340, *et seq.* – Records Exempt from Disclosure
- 34 33-513 – Professional Personnel
- 35 33-518 – Employee Personnel Files
- 36 33-1001 (16) – Definitions
- 37 IDAPA – Rules Governing Uniformity
- 38 08.02.02.007 – Definitions
- 39 08.02.02.026 – Administrator Certificate
- 40 08.02.02.027 – Pupil Personnel Services Certificate
- 41 08.02.02.120 – Local District Evaluation Policy – Teacher and Pupil Personnel
- 42 Certificate
- 43 08.02.02.121 – Local District Evaluation Policy – School Principal

44 Idaho Department of Education Guidelines found at:
45 <http://www.sde.idaho.gov/site/teacherEval/principals.htm>
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