

<b>SEVEN GENERATIONS CHARTER SCHOOL</b>	SECTION: EMPLOYEES
	TITLE: 313 – EMPLOYEE EVALUATION
	ADOPTED: November 9, 2010
	REVISED: 15 November 2016

Policy	All employees of the Seven Generations Charter School (“Seven Generations”) have the responsibility to engage in a program of evaluation consistent with legal and professional guidelines. Such evaluation shall seek to make each employee more effective in achieving Seven Generations’ goals.
Delegation of Responsibility	The Board of Trustees of Seven Generations Charter School authorizes the Chief Executive Officer (CEO) or his/her designee to develop a system-wide program in accordance with the law, Seven Generations’ charter, professional standards, and the guidelines of this policy.
Guidelines	<ul style="list-style-type: none"> <li>a. Procedures such as use of evaluation forms shall be uniform for each employee category.</li> <li>b. Major emphasis shall be placed on the identification and development of the knowledge, skills, and abilities which improve employee competency.</li> <li>c. To the greatest extent, evaluation shall be cooperative with effort made to involve the employee in developing specific performance goals and methods for attaining such goals.</li> <li>d. Findings shall be objective involving citing observable and verifiable data.</li> <li>e. Employee strengths, as well as weakness, should be recognized.</li> <li>f. The goals of Seven Generations shall be the determining factors in any recommendation.</li> <li>g. All materials shall be held confidential, shared only as the law may provide.</li> <li>h. The wording of any report shall be clear in language and intent.</li> <li>i. The employee shall be permitted to file a response to any supervisor’s recommendation.</li> <li>j. The Board of Trustees shall have final approval in compensation, termination and renewal of personnel.</li> <li>k. The teacher evaluation system shall include at least four rating categories of: Planning and Preparation, Classroom Environment, Instruction,</li> </ul>

	Professional Responsibilities. These may include goals that are related to the mission and vision of Seven Generations Charter School.
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