

Policy 437 EVALUATION OF NONLICENSED PERSONNEL

I. PURPOSE

The purpose of this policy is to define the evaluation timeline for Northfield School District's non-licensed personnel.

II. EVALUATION OF NONLICENSED PERSONNEL

- A. Probationary non-licensed employees will be evaluated by their immediate supervisor at least one month prior to the end of the employee's probationary period.
- B. Regular non-licensed employees will be evaluated on a cycle at least once every five years.
- C. Evaluations will be reviewed with the employee. If the employee disagrees with the evaluation, they will have the right to attach a response to the evaluation. This response will become part of their personnel file.

Policy 437 Evaluation of NonLicensed Personnel

Adopted: 03.28.2005; Nonsubstantive Updates: 02.25.2021

School Board

NORTHFIELD SCHOOL DISTRICT NO. 659

Northfield, Minnesota