

<p style="text-align: center;">STRAIT REGIONAL SCHOOL BOARD <i>Excellence in Lifelong Learning</i></p> <p style="text-align: center;"><i>POLICIES AND GUIDELINES</i></p>	<p style="text-align: center;">GENERAL V-A-6</p>
	<p style="text-align: center;">General EMPLOYEE GROWTH, SUPERVISION AND EVALUATION</p>
	<p>Adopted: 12/01/99 Reviewed: Page 1 of 2</p>

EMPLOYEE GROWTH, SUPERVISION AND EVALUATION

POLICY STATEMENT

The Strait Regional School Board's programs for the supervision and evaluation of its employees are designed to ensure continued growth for the education system and for the employee.

The Superintendent of Schools shall be responsible for establishing processes whereby all employees are enabled to take responsibility for their professional growth by providing opportunities for lifelong learning, involvement in decisions which affect their performance, and meaningful feedback on their strengths and needs.

Procedures and processes to support employee growth, supervision, and evaluation shall respect contractual obligations and be consistent with the requirements of relevant legislation.

Supervision and evaluation processes will assist the Board in making decisions regarding employee assignment, tenure and termination.

GUIDELINES - Roles and responsibilities for employee growth, supervision and evaluation exist at various levels throughout the Board's system.

1. The Human Resource Development Department of the Strait Regional School Board,

- ensures that a formal job description is developed for each classification of employee;
- develops employee growth and supervision models appropriate for all classifications of employees;
- maintains a system for retaining and ensuring the confidentiality of records of supervision and evaluation.

2. Each staff person with supervisory responsibilities,

- communicates the appropriate employee growth and supervision model to the employees for which he/she is responsible;

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- develops with each employee a growth plan that will improve the skills and attributes appropriate to the employee's job description;
- provides information to the Human Resource Development Department to assist in making decisions regarding employee assignment, tenure and termination.

3. Each employee,

- develops, with the appropriate supervisor, a growth plan that will improve the skills and attributes appropriate to his/her job description;
- carries out the plan as it has been determined in consultation with the appropriate supervisor.