

PERFORMANCE APPRAISAL:  
EVALUATION OF OTHER PROFESSIONAL EMPLOYEES

DNB  
(LEGAL)

FREQUENCY	Administrators and other professionals shall be appraised in the performance of their job duties annually or at more frequent intervals. <i>Education Code 21.203(a)</i>
ADMINISTRATOR APPRAISAL	All administrators shall be appraised annually using either the Commissioner's recommended appraisal process and performance criteria [See DNB(EXHIBIT)] or criteria and procedures developed in consultation with the District- and campus-level committees and adopted by the Board. District funds may not be used to pay an administrator who has not been appraised in the preceding 15 months. <i>Education Code 21.354</i>
EXCEPTION	An administrator or other certified educator may be appraised less frequently if the employee agrees in writing and the employee's most recent evaluation rated the employee as at least proficient, or the equivalent, and did not identify any area of deficiency. An employee who is appraised less frequently than annually must be appraised at least once during each period of five school years. <i>Education Code 21.352(c)</i>
CONFIDENTIALITY OF EVALUATION	A document evaluating the performance of an administrator is confidential. <i>Education Code 21.355</i>
PERFORMANCE	The information in the annual report describing the educational performance of each campus [see BQB] shall be a primary consideration of the Superintendent in evaluating campus principals. In addition, the appraisal of a principal shall include consideration of the academic excellence indicators and the campus's objectives, including performance gains of the campus and the maintenance of those gains. <i>Education Code 21.354(e), 39.054(3)(D)</i>