

CAUSE ADVISORY

CLASSIFIED Evaluation Concerns

2018-19 & 2019-20 Instructional Years

Attention, All CLASSIFIED Employees,

BACKGROUND:

CAUSE considers the yearly evaluation process a critical component of any employee's experience with the CUSD, because positive evaluations serve to formally record an employee's high quality performance. For this reason, Union Leadership welcomes the evaluation process. We consider it one of the, if not the single most important responsibility of District administration.

The evaluation process is designed to be a GROWTH ORIENTED process. It is not designed for evaluators to sit quietly on concerns throughout the year, and then play "**Gotcha!**" at the end of the evaluation cycle by recording previously unaddressed concerns. The bargaining partners designed the evaluation process to:

- * provide administrative opportunities to clarify the performance concern
- * help the employee better understand expectations going forward
- * and allow the employee to demonstrate improvement over time

CONCERNS:

Unfortunately, Union leadership recently learned of several CLASSIFIED evaluation concerns. These concerns, potentially violations as we understand them, currently fall into three categories:

1. **Inappropriate/Incorrect Marks:** the recording of evaluation marks/comments that failed to meet the criteria and provisions in Article 3.
2. **Process Violations:** evaluations processes that do not resemble the provisions and timelines in Article 3

