

**Policy Statement:** The Western School District shall have an employee growth and appraisal program.

### 1. Application

This policy shall apply to, as operational policies and procedures are developed, all staff of the Western School District. Currently, an employee growth and appraisal program has been developed for teachers and school administrators.

### 2. Rationale

The Western School District is strongly committed to the fostering of continuous growth and development in its employees. The District respects the principles of life-long learning inherent in adult learning and recognizes its responsibility to encourage employee growth and development. The Employee Growth and Appraisal Model is a meaningful process where collaboration and cooperation amongst all members of the learning community are encouraged so that excellence is maintained.

The employee growth process is a self-reflective and collaborative process of continuous growth for the purpose of improving performance. The identification of strengths and areas of growth will assist in the development of an employee profile and the maintenance of an atmosphere of mutual assistance among employees. This should foster a career-long commitment to continuous employee growth and improved effectiveness.

### 3. Procedures

- 3.1 The Director of Education shall ensure that a process for employee growth and appraisal is developed and implemented.
- 3.2 All groups of employees will participate in a growth and appraisal process as appropriate growth and appraisal programs are developed.

Approved: March 31, 2009	Review Date: March 2012	Updated:
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