

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD
POLICIES AND PROCEDURES
SECTION D: STAFF AND VOLUNTEERS**

STAFF SUPERVISION AND PERFORMANCE APPRAISAL	POLICY
EFFECTIVE: 2001 11 27 / 2005 05 24 / 2007 01 30 / 2015 04 28	

POLICY STATEMENT:

The St. Clair Catholic District School Board recognizes that employees derive satisfaction from fulfilling their responsibilities in a work environment that establishes clear expectations and provides direction and affirmation. It is the policy of St. Clair Catholic District School Board to conduct performance appraisals on employees.

POLICY GOALS:

1. Provide ongoing direction, guidance, support and regular reviews of performance in order to assist employees to achieve goals and objectives and improve organizational performance.
2. Foster a culture of employee development, continuous growth, and accountability.
3. Enable the management and monitoring of standards.
4. Promote a method by which the job performance of an employee is documented and evaluated.
5. Ensure the effective delivery of program and services to students, Board and school communities.