

EVALUATION OF NON-CERTIFIED PERSONNEL

All full-time and part-time non-certified personnel shall be evaluated by their immediate supervisor on an annual basis.

A rating of unsatisfactory in any aspect of the employee's performance for the initial evaluation may constitute grounds for termination of employment. If there is a continuation of such unsatisfactory rating at the next evaluation, termination of employment will be required.

The Supervisor will conduct a personal interview with the employee after each evaluation. A copy of the evaluation is to be signed by the employee and placed in the respective personnel folder, in the Central Office, and a copy given to the employee.

Reference: CGS 10-155e

Adopted 7/9/63

Updated 7/25/78, 10/10/95