

Las Cruces Public Schools Board of Education

AGENDA ITEM EXECUTIVE SUMMARY

1. **Board Meeting Date:** November 28, 2023
2. **Item Title:** First Reading of LCPS Policy GCO Evaluation of Staff
3. **Name of Presenter(s):** Cynthia Donnelly
Executive Director of Human Resources
4. **This item is for:** ___ Action ___ Consent Agenda Discussion ___ Report/Information
5. **Proposed Motion (Action Items Only):** None
6. **Executive Summary/Justification:**

This policy revision will codify the Board's philosophy regarding the importance of conducting annual evaluations of all district employees and that such evaluations are conducted in a consistent, and lawful manner.

POLICY GCO

Board of Education Las Cruces Public Schools

Related Entries: _____ GCO-R

Responsible Office: _____ [Associate Superintendent for Operations](#) [Human Resources](#)

Applicable To: Union Certified Employees Union Classified Employees Non-Union Employees
 All Employees

EVALUATION OF STAFF

I. PURPOSE

To ensure that all staff are evaluated annually and that such staff evaluations are conducted ~~annually and~~ through an appropriate and lawful process.

II. BACKGROUND

The Board of Education is committed to using employee performance evaluation processes to improve the quality of his/her performance, to promote professional growth among all school district employees, and to advance the quality of education in the school district.

III. POSITION

- A. This Policy applies to all district employees (faculty and staff), unless specifically preempted by the provisions of an applicable collective bargaining agreement covering the district employee. The district employee is directed to the provisions of the applicable collective bargaining agreement on this topic for further guidance and possible changes or additions to this Policy as applied to the district employee.
- B. Each LCPS employee shall be evaluated annually by his/her immediate supervisor, in accordance with state law, PED regulations, applicable collective bargaining provisions, and district policy and/or regulation. ~~state law §22-10A-19 NMSA 1978, district policy and/or New Mexico Administrative Code, NMAC 6.69.2-7.~~
- C. Each employee evaluation shall be conducted using the appropriate forms, as developed and provided by the LCPS Human Resources Department.
- D. The Superintendent shall promulgate regulations for the enforcement of this policy.

REVIEW

This policy shall be reviewed on an ongoing basis in accordance with the Board of Education policy review process.

November 16, 2010

Board of Education, President

Date Approved

History: Formerly Policy 228 (Employee Evaluations), Revised 11.22.95; Revised 10.17.00; 11.16.10 (rescinds #228 Employee Evaluations)

Legal Reference: §22-10A-19 NMSA 1978; NMAC 6.69.2-7