LEBANON COUNTY CAREER AND TECHNOLOGY C·E·N·T·E·R

Section: ADMINISTRATIVE EMPLOYEES

Title: EVALUATION OF THE ADMINISTRATIVE DIRECTOR

Adopted: February 20, 1996

Revised: August 21, 2007

	311. EVALUATION OF THE ADMINISTRATIVE DIRECTOR	
1. Purpose	Regular periodic evaluation of the Administrative Director's performance is the responsibility of the Joint Operating Committee. In carrying out this responsibility, it is recognized that the Administrative Director is entitled to such a review in an objective and straightforward fashion so that his/her leadership may be as effective as possible for the school.	
2. Guidelines	The Joint Operating Committee will evaluate the performance of the Administrative Director yearly utilizing the procedures identified in the Administrative Evaluation and Compensation Plan. The Joint Operating Committee at its discretion can establish an evaluation committee of Joint Operating Committee members to implement the process and report back for the final evaluation. All evaluations shall be followed by a timely conference between the Joint Operating Committee or its committee and the Administrative Director. Both parties to the conference shall sign the evaluation report and retain copies for their files. The Administrative Director has the right to submit a written disclaimer of the evaluation following the conference which shall be attached to the evaluation report.	