

PERFORMANCE MANAGEMENT

This policy applies to all non-Washington Management Service employees who are not subject to a collective bargaining agreement.

An employee performance management process is part of a positive, performance-based culture that effectively differentiates between high and low performance, and links individual/team/department performance to organizational goals and desired results. It fosters employee competence and productivity, supports achievement of organizational goals and objectives, and provides documentation of employee's strengths and areas in need of improvement.

Managers and supervisors participate in the employee performance management process by:

- Explaining the employee's responsibilities for successfully performing assigned job duties;
- Assessing how well the employee has contributed to efficiency and effectiveness in fulfilling the objectives of the organization and the position; an
- Recognizing an employee's successful job performance and/or identifying areas that need improvement.

The WSD Board of Trustees directs the Superintendent to develop a performance management procedure as required by WAC 357-37-015.

Legal Reference: WAC 357-37-015

Adoption Date: October 20, 2005