

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: **DATE:** March 17, 2020

TOPIC/TITLE: Emergency Waiver

PRESENTER: Garett Wells *GW*

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
☐ ACTION REQUESTED AT THIS MEETING
☐ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
☐ BOARD REVIEW REQUIRED BY
- ☐ STATE OR FEDERAL LAW OR REGULATION
☐ BOARD OF EDUCATION POLICY
☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
☐ PREVIOUS REVIEW OR ACTION
- ☐ DATE:
☐ ACTION:

BACKGROUND INFORMATION:

Board policy 03.28 provides guidance on classified staff evaluations. Included in the policy is the deadline of completing classified staff evaluations, April 1st.

SUMMARY OF MAJOR ELEMENTS:

I am requesting the Board grant an emergency waiver of policy 03.28 due to the current state of emergency ordered by our Governor. This declaration and emphasis on social distancing makes it problematic to meet the deadlines in this policy. In addition, I am requesting the Board declare a state of emergency to allow the waiving of a required second reading for waiving 03.28.

IMPACT ON RESOURCES:

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended

D. Scott Hulse

- CLASSIFIED PERSONNEL -

Evaluation

ANNUAL EVALUATION

Each classified employee shall be evaluated annually prior to April 1.

FORMAL PROCEDURE

This evaluation shall be performed by the Principal or the immediate supervisor and shall be based upon a formal procedure approved by the Superintendent for that specific position or class of positions. The administrator performing the evaluation shall share and discuss the evaluation report with the employee. The employee shall have the right to comment in writing on the evaluation report. The employee's written comments shall be attached to the evaluation report, and the report shall be filed with the Superintendent.

Adopted/Amended: 1/25/1999

Order #: 5