



*The Greater Victoria School District is committed to each student's success in learning within a responsive and safe environment.*

## **POLICY 4301**

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### **NON-PROFESSIONAL PERSONNEL**

#### **PERFORMANCE APPRAISAL**

Prior to confirmation of permanent employment or the granting of an increment, a performance appraisal report shall be submitted for all non-certificated employees, and permanent employment may be denied or an increment withheld if satisfactory performance or development is not indicated. The appraisal form shall be signed by the Department Head and the employee concerned.

*Greater Victoria School District*

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Approved: June 1971