

R277. Education, Administration.

R277-329. Local School District Board Policies for Evaluation of Classified Employees.

R277-329-1. Authority and Purpose.

(1) This rule is authorized by:

(a) Utah Constitution Article X, Section 3, which vests general control and supervision of public education in the Board;

(b) Subsection 53E-3-401(4), which allows the Board to make rules to execute the Board's duties and responsibilities under the Utah Constitution and state law; and

(c) Section 53G-11-504, which directs the Board to develop rules requiring that school districts evaluate all employees.

(2) The purpose of this rule is to direct public school districts to adopt policies for the evaluation and dismissal of classified employees.

R277-329-2. Definitions.

"Classified employee" means a school district employee who is working in a position that does not require a Utah educator license.

R277-329-3. School District Policies.

(1) A school district shall adopt policies for classified employees, including:

(a) policies for evaluation and dismissal consistent with minimum standards of:

(i) Sections 53G-11-504 through 53G-11-505; and

(ii) Sections 53G-11-512 through 53G-11-517; and

(b) evaluation procedures with the following components:

(i) the annual evaluation of classified employees;

(ii) the use of appropriate tools for classified employee evaluations;

(iii) classified employee evaluation criteria tied to specific job descriptions or assignments;

(iv) the administration of the evaluation by the school principal, an appropriate administrator, or the principal's or administrator's designee; and

(v) an appeals process that allows classified employees to appeal procedural violations of the evaluation process.

(2) School district evaluation policies for classified employees may include additional components beyond those specified in Subsection (1).

(3) A school district's policies may exclude temporary or part-time classified employees from performance evaluations, as provided in Subsection 53G-11-504(2).

KEY: policies, evaluations, non-licensed public education employees

Date of Last Change: May 23, 2023

Authorizing, and Implemented or Interpreted Law: Art X, Sec 3; 53E-3-401; 53G-11-504