The District set a strategic goal to ensure all students have highly effective campus administrators. The administration and campus-level committees established under Texas Education Code 11.251 and Board policies BQ, BQA, and BQB, began the process of reviewing principal, assistant principal, and counselor evaluations.

As a result, the Principal Excellence Initiative (PEI), Assistant Principal Excellence Initiative (APEI), and Counselor Excellence Initiative (CEI) were designed to ensure reforms that are part of the District's Improvement Plan.

Employees shall be evaluated in accordance with the locally developed evaluation system written in compliance with Texas Education Code Section 21.3541.

The systems are based on a continuous improvement model and may be modified and improved over time in accordance with locally adopted policy and procedures.

Employees shall be evaluated on an annual basis.

Evaluators shall engage in at least three conferences with their respective employees throughout the course of the school year.

The appraisal/evaluation is a three-phase process consisting of the following:

1. Planning/goal-setting conference;
2. Midyear conference; and
3. Summative review and conference.

Evaluators shall be individuals who have undergone the requisite evaluator training provided by the District. Periodic training may be required.

Evaluators shall be assigned as listed below:

- Each principal shall be assigned to his or her Executive Director as his or her primary evaluator.
- Assistant principals shall be assigned to the principal.
- Counselors shall be assigned to a campus administrator.

The primary evaluator shall be the primary evaluator for the entire evaluation year unless there are mitigating circumstances.

Employees may be evaluated on performance measures and student achievement/student outcomes.
The sum of all available components shall be combined to produce a summative evaluation rating.

When there are concerns about an employee’s performance, an Intervention Plan (IP) shall be developed. Areas of concern shall be identified by the primary evaluator, and specific developmental activities shall be implemented by the employee and monitored by the primary evaluator unless there are mitigating circumstances.

The District shall use the evaluation ratings to determine employee effectiveness levels. The PEI, APEI, and CEI include a pay for performance system in which an employee’s effectiveness level determines the salary the employee receives in accordance with regulations and implementation guidelines.

Annual salary increases shall be distributed according to an employee’s appraisal rating.

Employees who are below, unsatisfactory, and/or do not meet expectations will not receive an annual salary increase.

Employees who are compensated at or above their effectiveness level are not eligible for a salary increase.

When relevant to decisions regarding employment status, written evaluations of performance, as documented to date and any other information the administration deems appropriate, shall be considered in decisions affecting the employee’s status. The District shall also use consecutive evaluations from more than one year, if available, in making employment decisions.

The District shall develop a systematic process through which feedback is obtained and improvements are proposed to the evaluation process and associated regulations, exhibits, and guidelines.

Complaints regarding employee evaluation shall be addressed in accordance with DGBA.