

*MEDICINE HAT PUBLIC BOARD OF EDUCATION OPERATES AS MEDICINE HAT PUBLIC SCHOOL DIVISION,  
AND FOR THE PURPOSE OF THIS DOCUMENT WILL BE REFERRED TO AS "MHPSD" AND/OR "DIVISION"*

SECTION 500 – Personnel and Employee Relations

## **POLICY 504: SELECTION, ASSIGNMENT AND EVALUATION OF PROFESSIONAL STAFF**

### **BACKGROUND**

The Board of Trustees recognizes that a systematic process for the selection, assignment and evaluation of teachers is important for a successful Medicine Hat Public School Division (MHPSD).

### **POLICY**

The Board expects a current process for the selection of teachers, assignment and evaluation in line with industry and legal standards.

### **GUIDELINES**

1. Schools deserve the highest level of performance from teachers.
2. Teachers are considered competent and are expected to remain current and maintain their competence.

### **ADMINISTRATIVE PROCEDURES**

[504 P 001 – Selection and Appointment of Professional Staff](#)

[504 P 002 – Substitute Teachers](#)

[504 P 003 – Reduction in Professional Staff](#)

[504 P 004 – Voluntary Retirement Plan](#)

[504 P 005 – Personnel Records](#)

[504 P 006 – Staffing Process](#)

**Approved:** June 19, 2012

**Revised:** January 24, 2017