



TEXAS
JUVENILE JUSTICE
DEPARTMENT

ADMINISTRATIVE DIRECTIVE #2 FY10

TO: TYC Staff
FROM: Cheryln K. Townsend, Executive Director
SUBJECT: Performance Evaluations for Education Staff
DATE: October 16, 2009

Effective October 16, 2009, the performance evaluation due dates established in PRS.31.03 (Performance Evaluations) will not apply to employees in the following positions:

- teacher
- teacher aide
- academic counselor
- educational diagnostician
- ESL resource teacher/coordinator
- lead reading instructor
- licensed specialist in school psychology
- physical education/recreation coordinator
- principal
- assistant principal

Employees in these positions will instead be provided a performance evaluation during the month of June based on classroom observations ending at the last school day in May.

This directive will remain in effect until corresponding changes are made to PRS.31.03.

Cheryln K. Townsend
Executive Director