Login Process – Evaluators and Administrators

All staff access to the Online Evaluation Management System

- Direct Link: [https://workflow.stvrain.k12.co.us/Employee-Evaluations/](https://workflow.stvrain.k12.co.us/Employee-Evaluations/)

- Or access system by following these steps:
  - On the right side under “Employees” select “Human Resources”
  - On the right side under “Quick Links” select “Evaluations”
  - Under Administrative Evaluations select “Login page for Online Evaluation Management System”
  - Select “Employee Login” (see screen shot on next slide)
  - Enter your SVVSD User Name and Password
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Employee Evaluations

The Evaluation is based on the premise that all employees have a commitment and responsibility to continued improvement in their performance. The purpose of the evaluation is to improve employees' job performance, skill, and expertise through a systematic and constructive evaluation system which:

- Provides an opportunity for the supervisor and the employee to mutually develop performance goals.
- Helps the supervisor in determining areas for improvement and assist in correcting deficiencies.

The immediate supervisor of the employee is the primary evaluator. For school-based staff, when the primary evaluator is not the principal, the supervisor must consult with or inform the principal on all evaluations.

Questions? Contact Human Resources

[Image of login interface with options: Employee Login, Forms, HR Admin Login. The HR Admin Login option is marked as Not Here.]