

EVALUATION OF THE SUPERINTENDENT

As a regular and scheduled activity, the board will evaluate the performance of the superintendent. The primary purposes of the evaluation will be to effect improvements in administrative and educational leadership of the school district.

Guidelines:

- A. The superintendent should be involved in the development of the standards with which he/she will be evaluated.
- B. Evaluation should be at a regularly scheduled time and place, in an executive session with all Board members present.
- C. Both parties should prepare for the evaluation--the superintendent by conducting a rigorous self-evaluation, the Board by examining various sources of information relating to the superintendent's performance.
- D. Board members will submit individual written assessments to the Chair, using the evaluation form and standards, with supporting comments and specific examples related to the Superintendent's conduct and/or performance.
- E. The Chair will develop a summary evaluation from members' written opinions and meet with the Board in executive session prior to the evaluation session, if necessary, to review the summary evaluation materials related to the Superintendent's performance, as well as issues directly related to the Superintendent's employment such as compensation, benefits and extension of contract.
- F. The Board will meet with the Superintendent in executive session to discuss the evaluation. The evaluation should include a discussion of strengths as well as areas identified for improvement.
- G. The Board should not limit itself to the items that appear on the evaluation form as no form or set of guidelines can encompass the totality of the superintendent's responsibilities.
- H. The superintendent shall be given the opportunity to discuss the performance of the Board and the working relationship between the Board and the Superintendent.

Performance Objectives

Using the Superintendent's evaluation for the year and new priorities established by the Board, the Board and the Superintendent will mutually establish a new set of specific performance goals and standards for the Superintendent for the ensuing year. These will then become the primary criteria for the next Board evaluation of the Superintendent at the end of the designated year.

ADOPTED: December 10, 1991

Recoded: June 1998