

Standard

The Board of Trustees is responsible for conducting the Superintendent's evaluation and regularly reviewing the policy and process to ensure it contributes to the achievement of the district's mission, vision, and goals. The purpose of the evaluation is four-fold:

1. Provide an opportunity for the superintendent to account for actual performance compared to district priorities and goals.
2. Give constructive and helpful feedback to the superintendent on successes and areas where improvements and/or corrective action can be taken.
3. Identify ways the board can support the superintendent in improvement initiatives and professional growth.
4. Build board and superintendent cohesion.

Evaluation Process

Superintendent's evaluation will be aligned to district goals, priorities, and agreed upon indicators (e.g., fiscal priorities). The board will ensure protected, scheduled, and dedicated time for periodic updates and the formal evaluation (having time to give feedback and build board and superintendent cohesion, etc.).

1. Superintendent prepares a summary report (with data points).
2. Board given opportunity to review and request additional information.
3. Once additional information is supplied, each board members completes the evaluation.
4. Prior to closed session evaluations are aggregated into single evaluation by board president or board designee. Board reviews and discusses outlier scores and comes to a consensus.
5. Board or board designee gives feedback to superintendent.
6. Superintendent is given an opportunity to respond to feedback.
7. The evaluation is used as a basis to update priorities.

The assessment evaluates the Superintendent's performance according to the criteria and ranks each on a scale of 1-5. Performance is evaluated on the following scale:

- 5 – Exceeds Expectations: Superintendent performs above and beyond what is expected.
- 4 – Meets All Expectations: Superintendent performs as expected.
- 3 – Meets Most Expectations: Superintendent mostly performs as expected.
- 2*– Meets Some Expectations: Superintendent inconsistently practices what is expected.
- 1*– Does Not Meet Expectations: Superintendent rarely or never achieves what is expected.

*Note: Any ranking of a 1 or 2 requires an explanation in the comments section.

Goal #1:

	Performance Indicator	Report	Exceeds Expectations 5	Meets All Expectations 4	Meets Most Expectations 3	Meets Some Expectations 2	Doesn't Meet Expectations 1
1.1							
1.2							
1.3							

Comments on Goal #1

Goal #2:

	Performance Indicator	Report	Exceeds Expectations 5	Meets All Expectations 4	Meets Most Expectations 3	Meets Some Expectations 2	Doesn't Meet Expectations 1
2.1							
2.2							
2.3							

Comments on Goal #2

Goal #3:

	Performance Indicator	Report	Exceeds Expectations 5	Meets All Expectations 4	Meets Most Expectations 3	Meets Some Expectations 2	Doesn't Meet Expectations 1
3.1							
3.2							
3.3							

Comments on Goal #3

Board's Overall Performance Assessment ____ **Satisfactory** ____ **Unsatisfactory**

Final Overall Evaluation Comments
