

## **EVALUATION OF SUPERINTENDENT**

The Board shall annually conduct a formal evaluation of the Superintendent's performance in order to assess his/her effectiveness in leading the district toward established goals. The Board and Superintendent shall establish an appropriate schedule for the annual evaluation process that is established in the Superintendent's Contract. The process will include a Superintendent self-evaluation, a Superintendent Performance evaluation completed by the Board, and a Summative Evaluation presented to the Superintendent.

Prior to the evaluation, the Superintendent shall be responsible for preparing and distributing to the Board for its review the following items comprising a self-evaluation: report of progress toward goals, the Superintendent's self-appraisal of accomplishments and performance, and a review of action taken to address any Board recommendations from the previous evaluation.

The Board members shall individually evaluate the Superintendent's performance based on core board-governing roles including but not limited to: Leadership and District Culture; Policy and Governance; Communications and Community Relations-Board Communications; Communications and Community Relations – Community Relations; Communications and Community Relations – Staff/Student Communications; Organizational Management; Curriculum Planning Development; Instructional Leadership; Human Resources Management; and Values and Ethics of Leadership.

The Board shall review, in Executive Session, the Superintendent's current contract and any relevant Board policies. The Board shall additionally determine who will summarize and combine the individual evaluations to create a consensus document and how that consensus document will be formatted. The Board evaluation shall be a composite of individual Board members' opinions, but there shall be only one final evaluation representing the Board's collective judgment.

The final Summative Evaluation shall be provided to the Superintendent for his/her response. The Board, or any Board appointed portion of the board, shall meet in closed session with the Superintendent to discuss the evaluation. The Superintendent shall have an opportunity to ask questions, respond verbally and in writing to the evaluation, and present additional evidence of his/her performance or district progress. The final Summative Evaluation shall provide commendations in areas of strength, provide recommendations for improving effectiveness, and serve as a basis for making decisions about salary increases and/or contract extension.

The Board President and Superintendent shall sign the evaluation as evidence that the evaluation has been discussed. The Superintendent shall place the evaluation in his/her personnel file.

<b>Notification</b>	<b>10/17/2016</b>
<b>1<sup>st</sup> Reading</b>	<b>02/11/2019</b>
<b>2<sup>nd</sup> Reading/Approval</b>	<b>03/18/2019</b>