

ADMINISTRATOR EVALUATION

Administrator evaluation is a systematic continuous process to assess the professional performance of individual administrators. The process will assist the administrator with various administrative role responsibilities and facilitate decisions regarding re-employment. The purpose of the evaluation is two-fold:

1. Evaluation for accountability insures the public's interest in the welfare of their children.
2. To build on the foundation of skills that administrators already possess.

Evaluation is a means for stimulating further professional growth and vision in the administrator.

This evaluation instrument is broken down into five leadership categories: educational, human, technical, symbolic, and cultural. The following information describes more fully what each of these categories covers.

Educational Leadership: Relates to management and leadership in the instructional program. This category focuses on curriculum development, supervision, and evaluation and staff development.

Human Leadership: Relates to interactions with people within the organization. In addition to staff, relationships with students, parents, and community are emphasized.

Technical Leadership: Relates to the day-to-day details of the position. This category focuses on the management of the building, program, or department. Planning, organizing, and directing the educational program are also included in this category.

Symbolic Leadership: Relates to opportunities to represent the building, program, or department in the district, community, or state/regional activities. This area focuses on modeling professionalism for others in and outside the organization.

Cultural Leadership: Relates to "how we do things around here." Creating a positive educational environment for staff members, students, parents and the community is the focus of this area.

This evaluation will be completed by the superintendent or designee for each administrator at a minimum of once every two years. If any item is marked with a "3," written comments will be made in the comments section. If any item is marked with a "4 or 5", a plan of assistance will be established by the superintendent or designee for the administrator.

1st Reading: 03/12/2001
2nd Reading/Adoption: 05/14/2001
Revised: 02/27/2008
1st Reading: 03/10/2008
2nd Reading/Adoption: 04/14/2008
Reviewed: 03/11/2013