

**Policy 302.05: Superintendent Evaluation**

**Original Adopted Date:** 05/01/1989 | **Last Revised Date:** 12/01/2021 | **Last Reviewed Date:** 12/01/2021

The Board will conduct an ongoing evaluation of the Superintendent on the Superintendent's skills, abilities, and competence. Annually, the Board will formally evaluate the Superintendent. The goal of the Superintendent's formal evaluation is to ensure the education program for the students is carried out, promote growth in effective administrative leadership, clarify the Superintendent's role, clarify the immediate priorities of the Board, and develop a working relationship between the Board and the Superintendent. This policy supports and does not preclude the ongoing, informal evaluation of the superintendent's skills, abilities and competence.

The superintendent will be an educational leader who promotes the success of all students by:

- Mission, Vision and Core Values: Develop, advocate and enact a shared mission, vision, and core values of high-quality education and academic success and well-being of each student.
- Ethics and Professional Norms: Act ethically and according to professional norms to promote each student's academic success and well-being.
- Equity and Cultural Responsiveness: Strive for equity of educational opportunity and culturally responsive practices to promote each student's academic success and well-being.
- Curriculum, Instruction and Assessment: Develop and support intellectually rigorous and coherent systems of curriculum, instruction and assessment to promote each student's academic success and well-being.
- Community Care and Support for Students: Cultivate an inclusive, caring and supportive school community that promotes the academic success and well-being of each student.
- Professional Capacity of School Personnel: Develop the professional capacity and practice of school personnel to promote each student's academic success and well-being.
- Professional Community for Teachers and Staff: Foster a professional community of teachers and professional staff to promote each student's academic success and well-being.
- Meaningful Engagement of Families and Community: Engage families and the community in meaningful, reciprocal, and mutually beneficial ways to promote each student's academic success and well-being.
- Operations and Management: Manage school operations and resources to promote each student's academic success and well-being.
- School Improvement: Act as an agent of continuous improvement to promote each student's academic success and well-being.

The formal evaluation will be based on the following principles:

- The evaluation criteria shall be in writing, clearly stated and mutually agreed upon by the Board and the Superintendent. The criteria will be related to the job description and the District's goals;
- The evaluation process will be conducted annually at a time previously agreed upon;
- Each board member shall have an opportunity to individually evaluate the Superintendent, and these individual evaluations will be compiled into an overall evaluation by the entire board;
- The Superintendent shall conduct a self-evaluation prior to discussing the Board's evaluation, and the Board as a whole shall discuss their evaluation with the Superintendent;
- The Board may discuss their evaluation of the Superintendent. This discussion may take place in closed session upon request from the Superintendent;
- The individual evaluation of each board member, if individual board members so desire, will not be reviewed by the Superintendent. However, board members are urged to communicate their criticisms and concerns with the Superintendent in the closed session. The Board President will develop a written summary of the individual evaluations, including both the strengths and the weaknesses of the Superintendent, and place it in the Superintendent's personnel file to be incorporated into the next cycle of evaluations.

This policy supports and does not preclude the ongoing informal evaluation of the Superintendent's skills, abilities, and competence.