

## ADMINISTRATION

### Evaluation of the Superintendent

Performance related to items on the job description, including responsibilities and expectations, and as well as performance related to specific goals shall serve as the focus for the evaluation of the superintendent. The superintendent shall conduct a self-evaluation regarding the job description and specific goals as part of the assessment made by the board.

By June 30, the board shall hold an executive session for the purpose of assessing the performance of the superintendent for the preceding year. The board shall, in executive session, communicate the results of that assessment to the superintendent through discussion and written form. At that conference, the board and superintendent shall also discuss general goals for the forthcoming school year and establish dates for periodic reports to be given to the board by the superintendent. At the August Board work session, the superintendent shall submit to the board specific goals for the next school year. Upon concurrence with the board, the superintendent shall formally present these goals to the board at its regular August board meeting.

The superintendent shall make periodic reports to the board during the year. The board shall feel free to respond to the progress reports and redirect the superintendent when it appears that his/her mission is off target.

By January 31, the board shall hold an executive session for the purpose of completing a mid-year evaluation of the superintendent's performance. The board shall, in executive session, communicate the results of that assessment to the superintendent through discussion and written form. The report shall describe the degree to which the goals have been achieved. The report shall contain supportive comments when an evaluator feels that the superintendent's performance is "outstanding" or "needs to improve."

Revised: May 26, 1993  
Revised: February 9, 1994