



Superintendent

Educator Evaluation Cycle Deadlines and Process 2017-18

Completion Deadlines	5-Step Cycle
September/October	Step 1 & 2: School Committee approves Goals and Annual Plan.
Ongoing	Step 3: Superintendent implements the plan to achieve the goals and collects evidence.
Ongoing	Step 4: The Superintendent (or designee) provides monthly updates to School Committee at regular meetings on progress made towards goals.
May SC Meeting	Step 5A: Superintendent presents End of Cycle Progress Report with Executive Summary.
May-June	Step 5B(1): School Committee responds to the Report with the End of Cycle Summative Assessment (on-line survey), reviewed at June SC Meeting.
June SC Meeting	Step 5B(2): The Chair of Superintendent Negotiation and Evaluation Subcommittee (SN&ES) signs off on form 5B Summative Assessment Report, to be submitted to DESE.
June	School Committee Subcommittee (SN&ES) reviews survey results. This is a contract negotiation year for Superintendent's Contract, which expires June 30, 2018. Related votes to be taken at June meeting for July 1.