

## **POST FALLS SCHOOL DISTRICT NO. 273**

Series 300: Administration: Superintendent

Policy No. 302.2

Policy Title: Evaluation Philosophy and Categories

Page 1 of 1

An annual evaluation of the superintendent shall be held by the Board of Trustees in executive session prior to the end of the current school year. The superintendent shall be evaluated on his/her competency in performing the duties and criteria outlined. All evaluations will be placed in the employee's permanent file. The contract may be extended at this time or notice given to let the contract expire at the end of the three-year contract.

### **Philosophy:**

1. The Board of Trustees believes that the superintendent has the responsibility to provide the level of leadership and management that will ensure the maximum educational opportunity for children by constantly striving to improve the quality of instruction and staff performance.
2. The Board of Trustees believes that the superintendent has the responsibility to administer the Post Falls School District in a cost efficient, productive, safe and harmonious manner that reflects the policies established by the Board and the general attitudes and needs of the community.
3. The Board of Trustees believes that the process of evaluating the superintendent's performance assures the Board that good leadership and management is being provided. The Board of Trustees and the superintendent believe that the intentional effort to improve communications, assess strengths and weaknesses, suggest goals for improvement and recognize quality performance inherent in the superintendent evaluation process should serve as a model for the entire district staff.

**Evaluation Categories:** The evaluation process shall include the following major categories for evaluating the superintendent's performance:

1. Long range planning, goal setting and achievement
2. Board relations
3. Staff and personnel issues
4. Student relations
5. Community relations
6. Educational leadership
7. Business and finance
8. Administration and management
9. Staff selection, development and evaluation
10. Communications
11. Personal and professional qualities
12. Effort toward improvement

Applicable Procedural Regulations: 302.2a, 302.2b

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