

POST FALLS SCHOOL DISTRICT NO. 273

Series 300: Administration: Assistant Principal/Assistant Principal in Charge of Activities

Section Title: Evaluation

Sub-Section Number: 306.4a

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**ASSISTANT PRINCIPAL/ASSISTANT PRINCIPAL IN CHARGE OF ACTIVITIES
EVALUATION**

Name _____

Date _____

Please check the appropriate column:

Professional Performance	Unsatisfactory	Basic	Proficient	Distinguished
Domain I: School Climate				
1. School Culture: Establishes a safe, collaborative and supportive culture ensuring all students are successfully prepared to meet the requirements for tomorrow’s careers and life endeavors.				
2. Communication: Proactively communicates the vision and goals of the school or district, the plans for the future, and the successes and challenges to all stakeholders.				
3. Advocacy: Advocates for education, the district and school, teachers, parents and students that engenders school support and involvement.				
Domain II: Collaborative Leadership				
1. Shared Leadership: Fosters shared leadership that takes advantage of individual expertise, strengths and talents, and cultivates professional growth.				
2. Priority Management: Organizes time and delegates responsibilities to balance administrative/managerial, educational and community leadership priorities.				
3. Transparency: Seeks input from stakeholders and takes all perspectives into consideration when making decisions.				
4. Leadership Renewal: Strives to continuously improve leadership skills through professional development, self-reflection and utilization of input from others.				
5. Accountability: High standards for professional, legal, ethical and fiscal accountability are established for self and others.				
Domain III: Instructional Leadership				
1. Innovation: Seeks and implements innovative and effective solutions that comply with general and special education law.				
2. Instructional Vision: Ensures that instruction is guided by a shared, research-based instructional vision that articulates what students do to effectively learn the subject.				
3. High Expectation: Sets high expectation for all students academically, behaviorally and in all aspects of student well- being.				
4. Continuous Instructional Improvement: Aligns resources (professional development, allocation of teacher time, budget decisions), policies and procedures (school improvement plans, teacher evaluation) toward continuous improvement of instructional practice guided by the instructional vision.				
5. Evaluation: Uses teacher/administrator evaluation and other formative feedback mechanisms to continuously improve teacher/administrator effectiveness.				
6. Recruitment and Retention: Recruits and maintains a high quality staff.				
	Unsatisfactory	Basic	Proficient	Distinguished
OVERALL PROFESSIONAL PERFORMANCE RATING				

Other/Comments:

Check one:

Student Achievement Proficiency: _____ met _____ not met

Parent Input: _____ Survey Monkey _____ Other

This evaluation has been discussed with me. My signature does not necessarily indicate agreement with the content of this evaluation. I have reviewed this document, and I am aware that it will be placed in my personnel file. I am aware that I may deliver, by mail or otherwise, a rebuttal to the undersigned within 45 days. Any rebuttal will be attached to this document.

Assistant Principal Signature _____ Date _____

Principal Signature _____ Date _____

Adopted: 2/9/04

Amended: 11/12/12; 3/10/14; 3/9/15

Reviewed: 2021