

POLICY

BOARD OF EDUCATION MOUNT OLIVE TOWNSHIP

ADMINISTRATION
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EVALUATION OF THE ASSISTANT
SUPERINTENDENT FOR BUSINESS

1330 EVALUATION OF THE ASSISTANT SUPERINTENDENT FOR BUSINESS

The Superintendent will evaluate the performance of the Assistant Superintendent for Business, tenured or nontenured, in order to assist both the Board and the Assistant Superintendent for Business in the proper discharge of their responsibilities and to provide the district with efficient and effective services.

The evaluation of the Assistant Superintendent for Business will consist of an assessment, by the Superintendent, of the Assistant Superintendent for Business's performance of the duties specified in the job description approved by the Board. Reference will be made to the report of the auditor. The Superintendent may, in his/her discretion, consult with staff members assigned to work with the Assistant Superintendent for Business.

The Superintendent will annually establish procedures for the evaluation of the Assistant Superintendent for Business. Such procedures may include, but need not be limited to, an informal conference with the Assistant Superintendent for Business for the purpose of discussing his or her job performance, a written evaluation report to which the Assistant Superintendent for Business may add comments, and the establishment of a written plan for performance improvement and growth. The Assistant Superintendent for Business will be evaluated by the Superintendent no later than April 30th.

Adopted: 29 June 1998


