

# A. W. BEATTIE CAREER CENTER

SECTION: EMPLOYEES  
 TITLE: EVALUATION OF EXECUTIVE DIRECTOR  
 ADOPTED: December 9, 1999  
 FIRST READING: February 22, 2018  
 REVISED & APPROVED: March 22, 2018

312. EVALUATION OF EXECUTIVE DIRECTOR	
1. Purpose	Regular, periodic evaluation of the Executive Director's performance is a Joint Operating Committee (JOC) responsibility, following the guidelines of PDE. In carrying out this responsibility, it is recognized that the Executive Director is entitled to such a review in an objective and straightforward manner so that his/her leadership may be as effective as possible for the A. W. Beattie Career Center.
2. Authority	The Joint Operating Committee shall evaluate the performance of the Executive Director annually and at any time such action is prudent.
3. Guidelines	<p>Prior to the beginning of the period under evaluation, the Joint Operating Committee and Executive Director shall agree upon the criteria to be used for evaluation purposes.</p> <p>Evaluation criteria may include:</p> <ol style="list-style-type: none"> <li>1. Executive Director's self-evaluation.</li> <li>2. Objectives/goals agreed upon annually by the Joint Operating Committee and Executive Director.</li> <li>3. Working relationship between the JOC and the Executive Director.</li> <li>4. Executive Director's relationship with staff, students and community.</li> <li>5. Executive Director's professional growth.</li> <li>6. Compilation of assessments by individual Joint Operating Committee members, which shall then be reviewed by the Joint Operating Committee and Executive Director.</li> <li>7. Evaluation interviews between the Joint Operating Committee and Executive Director during which no other business is discussed.</li> </ol>

8. Consideration of objective data regarding student achievement, curriculum development and revisions, business management and property maintenance.

The Evaluator of the Executive Director should:

1. Recognize strengths and assist the Executive Director in capitalizing on them.
2. Identify areas for growth and establish a course of action that will assist the Executive Director in improving performance in these areas.
3. Establish discussion of future goals for the Career Center.

References:

Board Policy - 302