

# Houston County Board of Education

Monitoring:  <b>Review: Annually, in March</b>	Descriptor Term:  <b>Evaluation of the Director of Schools</b>	Descriptor Code: <b>5.402</b>	Issued Date: <b>07/08/13</b>
		Rescinds:	Issued:

Through an annual evaluation of the director of schools,<sup>1</sup> the Board will strive to accomplish the following:

1. Clarify the role of the director according to a job description as agreed upon by the Board and the director;
2. Develop harmonious working relationships between the Board and the director; and
3. Develop improvements in the administrative leadership of the school system.

The Board will develop, with the director, a set of performance objectives based on the needs of the system. The performance of the director will be reviewed in accordance with these specified goals. The performance objectives will be memorialized in an evaluation plan that includes, at a minimum, sections regarding job performance, student achievement, relationships with staff and personnel, relationships with board members, and relationships with the community.<sup>2</sup>

At a time agreed to by the Board and the director, the Board will meet as a body to evaluate the director's performance.

The following guidelines will be used in the evaluation process:

1. The director will know the standards upon which he/she will be evaluated and will be involved in the development of those standards.
2. A part of the evaluation may be a composite of the evaluation by individual board members, but the Board, as a whole, will meet with the director to discuss the composite evaluation.
3. The evaluation shall include a discussion of strengths as well as weaknesses.
4. Both the Board and director will prepare for the evaluation; the director will conduct a self-evaluation and board members will document the evidence used in rating the director's performance.
5. All documentation will be supported by objective evidence.

Legal Reference:

1. TRR/MS 0520-2-1-.01
2. TCA 49-2-203(a)(16)

Cross References

Board-Director Relations 1.205