

EVALUATION OF THE SUPERINTENDENT

It is the responsibility of the School Board to maintain and improve the quality of administration and instruction. One of the primary methods used in carrying out this responsibility is to work with the Superintendent in improving his or her effectiveness.

Annually, the Superintendent provides the School Board with Areas of Focus for the academic year designed to implement the Strategic Plan’s goals set for the Division by the School Board. The Board formally evaluates the Superintendent each year in accordance with the most recent, Board-approved version of the Superintendent’s Evaluation Procedures. This jointly developed instrument:

- Is based on the Virginia Board of Education’s (VBOE’s) Guide for Uniform Performance Standards and Evaluation Criteria for Superintendents;
• Measures accomplishments under the Areas of Focus for the academic year and the Superintendent’s evaluation goals;
• Includes student academic progress as a significant component;
• Identifies areas of individual strengths and opportunities for growth;
• Includes recommendations for appropriate professional activities; and
• Provides an overall summative rating.

The formal evaluation is provided to the Superintendent each July. In addition, a mid-year evaluation is conducted as an opportunity for the Superintendent to provide the Board with a progress update. Informal evaluations may also take place as the Board deems appropriate, provided that the criteria for such appraisals are consistent with the Strategic Plan and the Superintendent’s Evaluation Procedures and agreed to by the Superintendent.

Each Board Member is involved in assessing the Superintendent's job performance on a continuing basis and by completing the formal evaluation instrument. Upon conclusion of the annual performance appraisal, the evaluation is reviewed with the Superintendent by the Board or its designees.

The Superintendent’s Evaluation Procedures are posted on the ACPS website.

- Adopted: October 24, 1996
Amended: July 6, 2000
Amended: October 7, 2004
Amended: September 4, 2014
Amended: June 18, 2015
Amended: February 18, 2021

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-60.1, 22.1-253.13:5.

44 *Guidelines for Uniform Performance Standards and Evaluation*
45 *Criteria for Superintendents* (Virginia Board of Education, July 23,
46 2015).

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48 Cross Ref.: CBA Qualifications and Duties for the Superintendent