

PERRIS UNION HIGH SCHOOL DISTRICT
Administrative Evaluation Form

Name of Administrator:

Year of Evaluation:

2013-14

STANDARD #1

Ranking: (Low) 1 2 3 4 5 (High)

*A school administrator is an educational leader who promotes the success of all students by **facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.***

Facilitate the development of a shared vision for the achievement of all students based upon data from multiple measures of student learning and relevant qualitative indicators.

Communicate and implement the shared vision so that the entire school community understands and acts on the mission of the school as a standards-based educational system.

Leverage and marshal sufficient resources to implement and attain the vision for all students and subgroups of students.

Identify and address any barriers to accomplishing the vision.

Shape school programs, plans, and activities to ensure integration, articulation, and consistency with the vision.

Use the influence of diversity to improve teaching and learning.

Evidence of Progress:

STANDARD #2

Ranking: (Low) 1 2 3 4 5 (High)

*A school administrator is an educational leader who promotes the success of all students by **advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional development.***

_____ Create an accountability system of teaching and learning based on student learning standards.

_____ Utilize multiple assessment measures to evaluate student learning to drive an ongoing process of inquiry focused on improving the learning of all students and all subgroups of students.

_____ Shape a culture where high expectations for all students and for all subgroups of students are the core purpose.

_____ *Guide* and support the long-term professional development of all staff consistent with the ongoing effort to improve the learning of all students relative to the content standards.

_____ Promote equity, fairness and respect among all members of the school community.

_____ Provide opportunities for all members of the school community to develop and use skills in collaboration, leadership, and shared responsibility.

_____ Facilitate the use of appropriate learning materials and learning strategies which include the following: students as active learners; a variety of appropriate materials and strategies; the use of reflection and inquiry; emphasis on quality versus quantity; and appropriate and effective technology

Evidence of Progress:

STANDARD #3

Ranking: (Low) 1 2 3 4 5 (High)

*A school administrator is an educational leader who promotes the success of all students by **ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.***

_____ Monitor and evaluate the programs and staff at the site.

_____ Establish school structures, patterns, and processes that support student learning.

_____ Manage legal and contractual agreements and records in ways that foster a professional work environment and secure privacy and confidentiality for all students and staff.

_____ Align fiscal, human, and material resources to support the learning of all students and all groups of students.

_____ Sustain a safe, efficient, clean, well-maintained, and productive school environment that nurtures student learning and supports the professional growth of teachers and support staff.

_____ Utilize the principles of systems management, organizational development, problem solving, and decision-making techniques fairly and effectively.

_____ Utilize effective and nurturing practices in establishing student behavior management.

Evidence of Progress:

STANDARD #4

Ranking: (Low) 1 2 3 4 5 (High)

*A school administrator is an educational leader who promotes the success of all students by **collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.***

Incorporate information about family and community expectations into school decision-making and activities.

Recognize the goals and aspirations of diverse family and community groups.

Treat diverse community stakeholder groups with fairness and with respect.

Support the *equitable* success of all students and all subgroups of students through the mobilization and leveraging of community support services.

Strengthen the school through the establishment of community, business, institutional, and civic partnerships.

Communicate information about the school on a regular and predictable basis through a variety of media and modes.

Evidence of Progress:

STANDARD #5

Ranking: (Low) 1 2 3 4 5 (High)

*A school administrator is an educational leader who promotes the success of all students by **modeling a personal code of ethics and developing professional leadership capacity.***

Demonstrate skills in decision-making, problem solving, change management, planning, conflict management, and evaluation.

Model personal and professional ethics, integrity, justice, and fairness and expect the same behaviors from others.

Make and communicate decisions based upon relevant data and research about effective teaching and learning, leadership, management practices, and equity.

Reflect on personal leadership practices and recognize their impact and influence on the performance of others.

Encourage and inspire others to higher levels of performance, commitment, and motivation.

Sustain personal motivation, commitment, energy, and health by balancing professional and personal responsibilities.

Engage in professional and personal development.

Demonstrate knowledge of the curriculum and the ability to integrate and articulate programs throughout the grades.

Use the influence of the office to enhance the educational program rather than for personal gain.

Protect the rights and confidentiality of students and staff.

Evidence of Progress:

STANDARD #6

Ranking: (Low) 1 2 3 4 5 (High)

*A school administrator is an educational leader who promotes the success of all students by **understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.***

View oneself as a leader of a team and also a member of a larger team.

Ensure that the school operates consistently within the parameters of federal, state, and local laws, policies, regulations, and statutory requirements.

Generate support for the school by two-way communication with key decision makers in the school community.

Work with the governing board and district and local leaders to influence policies that benefit students and support the improvement of teaching and learning.

Influence and support public policies that ensure the equitable distribution of resources, and support for all the subgroups of students.

Open the school to the public and welcome and facilitate constructive conversations about how to improve student learning and achievement.

Evidence of Progress:

Administrator's Signature:

Date:

Superintendent's Signature:

Date:

A copy of this document will be placed in your personnel file in ten (10) days. Your signature hereon does not necessarily indicate agreement with the contents. If there is reason to respond to this document, please do so within ten days of receipt. A copy of your written response will be attached as a permanent part of this document.