

EVALUATION OF THE SUPERINTENDENT

The Baldy View Regional Occupational Program Commission shall annually conduct a formal evaluation of the Superintendent's performance in order to assess his/her effectiveness in leading the Baldy View Regional Occupational Program (ROP) toward established goals. The Commission and Superintendent shall establish an appropriate schedule for the annual evaluation process.

(cf. 0000 – Mission/History)

(cf. 2121 - Superintendent's Contract)

(cf. 9000 - Role of the Commission)

Performance Objectives

Annually, the Superintendent and Commission shall mutually agree upon a limited number of objectives which shall be used to evaluate the Superintendent.

These objectives shall reflect established ROP mission, objectives and needs of the ROP with regard to the educational program, personnel, operations, management, community relations, Commission-Superintendent relations, and professional leadership.

For each objective, the Commission and Superintendent shall identify in writing the activities to be performed, expected results and timelines and resources or constraints which may affect achievement.

Evaluation criteria shall be based on ROP goals and success indicators agreed upon by the Commission and Superintendent. The evaluation shall provide commendations in areas of strength, provide recommendations for improving effectiveness, and serve as a basis for making decisions about salary increases and/or contract extension.

(cf. 2110 - Superintendent Responsibilities and Duties)

Evaluation Process

Prior to the evaluation, the Superintendent shall be responsible for preparing and distributing to the Commission for its review a report of progress toward ROP goals, the Superintendent's self-appraisal of accomplishments and performance, and a review of action taken to address any Commission recommendations from the previous evaluation. The Commission shall also review the Superintendent's current contract and any relevant commission policies.

For the evaluation, each Commission member shall independently rate the Superintendent's performance by use of an agreed on annual performance assessment instrument. The Commission shall examine all Commission members' ratings and reach a consensus upon the evaluation of each performance area. The Commission President or designee shall then develop a single evaluation representing the Commission's collective judgment and provide a copy to the Superintendent.

EVALUATION OF THE SUPERINTENDENT (continued)

The Commission shall meet in closed session with the Superintendent to discuss the evaluation. The Superintendent shall have an opportunity to ask questions, respond verbally and in writing to the evaluation, and present additional evidence of his/her performance or ROP progress.

(cf. 9321 - Closed Session Purposes and Agendas)

The Commission President and Superintendent shall sign the evaluation as evidence that the evaluation has been discussed. The Superintendent shall place the evaluation in his/her personnel file.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

After each evaluation has been completed, the Commission shall meet in open session to give the Commission and Superintendent an opportunity to jointly identify performance goals for the next year.

(cf. 2111 - Superintendent Governance Standards)

(cf. 9005 - Governance Standards)

(cf. 9400 - Commission Self-Evaluation)

Legal Reference:

GOVERNMENT CODE

54957 Closed session, personnel matters

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance: Superintendent Evaluation, 2004

WEB SITES

CSBA, Single District Governance Services: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.org>