

**SUBJECT: PURPOSE AND GUIDEPOSTS FOR EVALUATION OF THE SUPERINTENDENT**

**Purpose**

The principal objectives of this annual evaluation and related procedures are to:

- a) Identify both areas of strength and weakness in the Superintendent's performance.
- b) Clarify the Board's expectation regarding what constitutes satisfactory performance.
- c) Clarify the duties and responsibilities of the Superintendent.
- d) Provide a vehicle for exploring ways improvements can be made.
- e) Improve communication between the Board and the Superintendent.
- f) Foster a high trust level between the Superintendent and the Board.
- g) Enable the Board to hold the Superintendent accountable for carrying out its policies and responding to its priorities.

**Guideposts**

- a) The Superintendent should know the standards against which he will be evaluated and he should be involved in the development of the standards.
- b) Evaluation should be at a scheduled time and place with no other items on the agenda at an executive session with all Board members present, (if possible).
- c) The evaluation should be a composite of the individual Board members' opinions. The Board President, designee and/or other Board member(s) will meet with the Superintendent to discuss it with him.
- d) The evaluation should include a discussion of strengths as well as weaknesses.
- e) The evaluation will be annual, with an informal, mid-year update if so stipulated in the existing contract between the Board and the Superintendent.
- f) Both parties should prepare for the evaluation. The Superintendent by conducting a rigorous self-evaluation, the Board by examining various sources of information relating to the Superintendent's performance.

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