

Lincoln Academy

Principal Evaluation Tool Committee Report

November, 2016

Principal Job Description

- We are using the format and some content of the CDE principal evaluation rubric as a basis for our new tool. See attached example below.
- We will also review the principal job description from Jefferson Academy to see if we can borrow any elements from there.

Principal Evaluation Tool

- Once the principal job description has been updated, we will transfer its elements into the evaluation tool.
- We will contact JA to ask how(if) they gather the data on their principals that is difficult for their board to evaluate, e.g. elements that the principal delegates or things the board doesn't see because board members are not at the school on a day-to-day basis (those elements that we always agree are hard to evaluate). Perhaps JA has a peer review tool/questionnaire that we could use? The higher ratings on the rubric ("Accomplished" and "Exemplary") often require evaluation of these types of things.

Next Meeting

TBD

QUALITY STANDARD I

Principals demonstrate strategic leadership.

Basic	Partially Proficient	Proficient (Meets State Standard)	Accomplished	Exemplary
ELEMENT B: School Plan Principals ensure that a plan is in place that supports improved academic achievement and developmental outcomes for all students and provides for data-based progress monitoring.				
THE PRINCIPAL: ☐ Implements systems and processes for planning and managing change. ☐ Works collaboratively to develop the school plan.	... and THE PRINCIPAL communicates effectively to staff and other stakeholders: ☐ Personal commitment to continuous school and district improvement. ☐ Components of school's plan. ☐ Progress toward meeting school goals and outcomes.	... and THE PRINCIPAL establishes clear and consistent processes and systems to: ☐ Monitor progress toward achieving school goals and student outcomes. ☐ Regularly revise school goals and outcomes based on progress monitoring data.	... and SCHOOL STAFF MEMBERS AND OTHER STAKEHOLDERS: ☐ Conscientiously implement the school plan. ☐ Address barriers to achieving school's vision, mission and strategic goals.	... and SCHOOL STAFF MEMBERS: ☐ Track student progress. ☐ Collaboratively develop short-term and long-term plans to improve student outcomes.
ELEMENT C: Leading Change Principals solicit input and collaborate with staff and their school community to implement strategies for change and improvements that result in improved achievement and developmental outcomes for all students.				
THE PRINCIPAL: ☐ Acknowledges the importance of meaningful change. Has processes in place for: ☐ Resource allocation. ☐ Addressing barriers to change.	... and THE PRINCIPAL: ☐ Provides support for change efforts within the school. ☐ Coaches others in leading change.	... and THE PRINCIPAL establishes clear and effective processes to: ☐ Provide opportunities for all staff to engage in school change efforts. ☐ Manage change.	... and SCHOOL STAFF MEMBERS: ☐ Lead school planning efforts. ☐ Implement approved school change strategies. ☐ Anticipate, identify and address barriers to positive change.	... and SCHOOL STAFF MEMBERS: ☐ Lead school change efforts. ☐ Set challenging student learning goals.