

Administration

EVALUATION OF THE SUPERINTENDENT: PERFORMANCE EVALUATION CRITERIA

E 2140

Relations with the Board

The Superintendent:

1. Manages the district in accordance with Governing Board policy.
2. Informs the Board about the operations of the schools.
3. Offers the Board professional advice, based on thorough study and analysis, regarding needed policy decisions and other items requiring Board action.
4. Provides Board members with timely agendas and with the information and reports they need in order to make informed decisions.

Personnel

The Superintendent:

1. Maintains an active program of personnel recruitment and selection to provide a competent, well-balanced staff.
2. Ensures the systematic evaluation of all employees and provides advice and a reasonable opportunity for improvement to all who receive an unsatisfactory evaluation.
3. Provides a program for continuing growth and professional development of teachers and principals; periodically reviews and reorganizes staff duties and/or responsibilities as necessary to take full advantage of the staff's special competencies.

Instructional Program

The Superintendent:

1. Provides for the continuous appraisal of the instructional program and promotes efforts to improve the quality of teaching.
2. Investigates current educational practices and initiates innovation.

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Noninstructional Operations

The Superintendent:

1. Provides for a safe school environment, develops long-range plans for new sites and facilities or for the closure of existing sites where needed and provides a program of preventive maintenance for school facilities
2. Ensures that district business functions are efficiently managed by qualified personnel.
3. Ensures that the budget is planned in terms of educational priorities and that it provides for the improvement of the educational program and seeks out new funding sources for the schools

Community Relations

The Superintendent:

1. Provides direction and support for effective school site processes involving the community, including the development of school accountability report cards.
2. Provides for communication between the district and schools and the community; speaks on behalf of the schools before community groups and governmental agencies.
3. Cooperates with diverse community members and agencies to further district goals.
4. Seeks out opportunities to collaborate in providing support services for students.

Revised: March 2021

PASADENA UNIFIED SCHOOL DISTRICT
Pasadena, California