Billings School District 2

ADMINISTRATION

Evaluation of Administrative Staff

The Superintendent will evaluate each District administrator regularly and preferably annually. Evaluations of administrators will be based on job descriptions, accomplishment of annual goals and performance objectives, and established performance criteria.

Both the evaluator and the administrator being evaluated will sign a written evaluation report and each will retain a copy for their records. A person being evaluated has the right to submit a written statement to be attached to an evaluation, within a reasonable time following an evaluation.

Cross References: 6140 Duties and Qualifications of Administrative Staff Other Than Superintendent

Legal References: 10.55.701, ARM Board of Trustees

Policy History:

First Reading:	February 23, 2004 – Board of Trustees
Second Reading:	August 16, 2004 – Board of Trustees
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