

## **SUPERINTENDENT EVALUATION POLICY**

Adopted: September 23, 1996

Revised: April 24, 2017  
Reviewed: June 24, 2019

### **I. PURPOSE**

This policy establishes the expectations for the School Board annual review of superintendent performance.

### **II. GENERAL STATEMENT OF POLICY**

A. For the benefit of both the school district and the superintendent, an annual written performance review will be conducted by the School Board for the evaluation of the superintendent.

### **III. GUIDELINES**

A. The superintendent's evaluation will assess the district's and superintendent's goals and job responsibilities. The evaluation information should be based on the statutory descriptions of administrative competencies. The evaluation should include formative and summative recommendations as to areas of strengths as well as recommendations for areas of improvement. A summary of both evaluations will be presented to the superintendent and become part of the superintendent's personnel file.

### **IV. IMPLEMENTATION AND MONITORING**

A. It is the responsibility of the School Board Chair to oversee and ensure that the annual performance review is conducted in appropriate and timely fashion.