

## **EVALUATION OF SUPERINTENDENT**

*Code* **CBI** *Issued* **8/04**

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Purpose: To establish the basic structure for board evaluation of the superintendent that ensures board accountability to the community.

To maintain leadership and to promote professional excellence and improvement of the superintendent's skills, the board will formally evaluate the superintendent on an annual basis. Each member of the board will be involved in this evaluation.

Through evaluation of the superintendent, the board will strive to accomplish the following.

- Clarify for the superintendent his/her role in the school system as understood by the board.
- Clarify for all board members the role of the superintendent in light of his/her responsibilities, authority and organizational expectations.
- Develop unity of purpose and harmonious working relationships between the board and superintendent.
- Develop an opportunity for goal achievement through regular appraisal and feedback.
- Enhance organizational health resulting from involved, committed and strengthened individuals.
- Provide administrative leadership of unquestionable excellence for the school system.

The board will make the evaluation on the basis of the board's written statements concerning the abilities needed by, and the responsibilities and duties to be discharged by, the superintendent. The board will give the superintendent a written opinion on his/her abilities and performance in various areas. The document will be given to the superintendent and discussed with him/her in an executive session. The superintendent will be allowed to respond to the evaluation. A written summary of the evaluation and the superintendent's response will be maintained in the superintendent's personnel file.

The assessment of the superintendent's performance will result in review of his/her job description and appropriate changes to it as needed. It also will establish a foundation for identifying new priorities and objectives to be used as a basis for the next year's evaluation. The board may also consider adjustments in the superintendent's contract and rate of compensation on the basis of the evaluation.

Adopted 8/13/91; Revised 8/10/04