

JAY SCHOOL DEPARTMENT

NEPN/NSBA Code: CBI

EVALUATION OF THE SUPERINTENDENT

As a regular and scheduled activity, the School Committee will evaluate the performance of the superintendent with written standards agreed to by the evaluatee and the evaluators. The primary purpose of the evaluation will be to effect improvements in administrative leadership.

Guidelines

- A. The superintendent should be involved in the development of the standards with which he/she will be evaluated, or at least accept previously developed standards as appropriate to his/her current operations.
- B. Evaluation should be at a scheduled time and place, with no other items on the agenda, at a study or executive session with all School Committee members present.
- C. The evaluation should be a composite of the individual School Committee members' opinions, but the School Committee as a whole should meet with the superintendent to discuss the evaluation.
- D. The evaluation should include a discussion of strengths as well as weaknesses.
- E. Both parties should prepare for the evaluation--the superintendent by conducting a rigorous self-evaluation, the School Committee by examining various sources of information relating to the superintendent's performance.
- F. The School Committee should not limit itself to the items that appear on the evaluation form. No form or set of guidelines can encompass the totality of the superintendent's responsibilities.
- G. Each judgment should be supported by as much rationale and objective evidence as possible. One School Committee member's opinion should not be the sole basis for judgment on an appraisal item.

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