

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 Superintendent 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 workshop or executive session with all School Committee.
- C. The evaluation should represent the majority opinion of School Committee members and 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 rational and objective evidence as possible. One School Committee member's opinion should not be the sole basis for judgment on an appraisal item.

Performance Objectives

Using the evaluation of performance for a given year and new priorities established by the School Committee, the School Committee and the Superintendent will mutually establish, prior to October 1, a new set of specific performance goals and standards for the Superintendent for the ensuing year. These will then become the primary criteria for the next School Committee evaluation of the Superintendent.

Evaluation Timeline

The Superintendent shall be evaluated by the School Committee:

- A. During the first two years of the contract, twice each year, in December and June
- B. For the remainder of the contract, once each year in June

Adopted: December 27, 1983

Revised: 10/8/86; 10/28/98

Reviewed by the Policy Committee: October 26, 2005