

Evaluation of the Superintendent

Performance Scale:

- 1. Performs exceptionally well
- 2. Performs adequately
- 3. Improvement needed

Enter appropriate number in space provided.

1. Relationship with the Board

- _____ a. Keeps the Board informed on issues, needs and operation of the school system;
- _____ b. Offers professional advice to the Board on items requiring Board action with appropriate recommendations based on thorough study and analysis;
- _____ c. Interprets and executes the intent of Board policy;
- _____ d. Seeks and accepts constructive criticism of his/her work;
- _____ e. Supports Board policy and actions to the public and staff.

2. Community Relationship

- _____ a. Gains respect and support of the community on the conduct of the school operation;
- _____ b. Solicits and gives attention to the problems and opinions of all groups and individuals;
- _____ c. Develops friendly and cooperative relationships with news media;
- _____ d. Participates actively in community life and affairs;
- _____ e. Achieves status as a community leader in public education;
- _____ f. Works effectively with public and private group.

3. Staff and Personnel Relationships

- _____ a. Develops and executes sound personnel procedures and practices;
- _____ b. Develops good staff morale and loyalty to the organization;
- _____ c. Treats all personnel fairly, without favoritism or discrimination while insisting on performance duties;
- _____ d. Delegates authority and responsibility to staff members appropriate to the position each holds;
- _____ e. Recruits and assigns the best available personnel;
- _____ f. Encourages participation of appropriate staff members and groups in planning, procedures and policy interpretation;
- _____ g. Evaluates performance of staff members, giving commendation for good work as well as constructive suggestions for improvement.

4. Educational Leadership

- _____ a. Understands and keeps informed regarding all aspects of the instructional program;
- _____ b. Maintains a sound philosophy of educational needs of all students;
- _____ c. Participates with staff, Board and community in studying and developing curriculum improvement;
- _____ d. Organizes a planned program of curriculum evaluation and improvement;
- _____ e. Provides democratic procedures in curriculum work, utilizing the abilities and talents of teacher, specialists, principals and central staff.

5. Business and Finance

- _____ a. Keeps informed on needs of the school program – plant, facilities, equipment, supplies;
- _____ b. Supervises operations, insisting on competent and efficient performance;
- _____ c. Determines that funds are spent wisely, with adequate control and accounting;
- _____ d. Evaluates financial needs and makes recommendations for adequate financing.

6. Personal Qualities

- _____ a. Defends principle and conviction in the face of pressure and partisan influence;
- _____ b. Maintains high standards of ethics, honesty and integrity in all personal and professional matters;
- _____ c. Earns respect and standing among his/her professional colleagues;
- _____ d. Devotes his/her time and energy to his job;
- _____ e. Exercises good judgment in arriving at decisions.

Comments:

Superintendent

Date

Board Chair

Date