



Code: **CBG**  
Adopted: 2/27/17

## **Evaluation of the Executive Director**

The executive director's job performance will be evaluated formally at least annually. The evaluation will be based on the executive director's job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the executive director and/or the Board.

Additional criteria for the evaluation, if any, will be developed at a public Board meeting prior to conducting the evaluation. The executive director will be notified of the additional criteria prior to the evaluation.

The Board's discussion and conferences with and about the executive director and his/her performance will be in an executive session, unless the executive director requests an open session. Such an executive session will not include a general evaluation of any public charter school goal, objective or operation. Results of the evaluation will be written and placed in the executive director's personnel file.

Any time the executive director's performance is deemed to be unsatisfactory, the director will be notified in writing of specific areas to be remedied and will be given an opportunity to correct the problem(s). If performance continues to be unsatisfactory, the Board may dismiss the executive director pursuant to Board policy, the employment contract with the executive director and the charter agreement.

END OF POLICY

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**Legal Reference(s):**

[ORS 338.115\(2\)](#)

**Cross Reference(s):**

CB - Executive Director