

EVALUATION OF SUPERINTENDENT

The Board of Education recognizes that student achievement, district progress and community satisfaction with the schools are all in large part affected by the superintendent's performance. The Board also recognizes the superintendent cannot function effectively without periodic feedback on performance, and is committed to ensuring that the superintendent is evaluated annually as required by Commissioner's regulations.

The purposes of the evaluation shall be to:

1. Gauge the district's progress toward the goals the Board has charged the superintendent to accomplish.
2. Provide a basis for assessing the strengths and weaknesses of the Board and the superintendent and to aid in the professional development of both parties.
3. Strengthen the working relationship between the Board the superintendent.
4. Provide a basis for commending, rewarding and reinforcing good work.

The evaluation shall focus on the goals the Board sets for the superintendent each year as well as the duties and competencies specified in the superintendent's job description.

The **procedures** the Board uses for evaluating the superintendent shall be filed in the district office and available for review by any individual no later than September 10th of each year.

Procedures:

During each year of the Superintendent's appointment, the Board and the Superintendent will meet to discuss a plan of performance review and accountability for that school year. The final plan adopted, however, shall be at the sole discretion of the Board. Such evaluation shall occur at least annually, pursuant to the regulations of the Commissioner of Education, and will be discussed only during an executive session. The plan developed by the Board for the review of the Superintendent will be filed in the District Office, and will be available for review by any individual no later than August 1 of each year.

The evaluation of the Superintendent shall be done in the narrative form. Each member of the Board will evaluate the Superintendent's performance. They will submit their evaluation to the President of the Board. The President of the Board will compile a composite evaluation which will be discussed by the Members of the Board in executive session for the purpose of revision and consensus. Once agreed upon, two copies of the composite evaluation will be supplied to the Superintendent. One for his/her personnel file and the other for his/his personal file.

An opportunity for the Superintendent to respond to the points of his/her evaluation will be arranged at an executive session and he/she may affix any written response to the composite evaluation he/she deems appropriate.

Ref: 8 NYCRR 100.2 (o)(2)(v) (Performance review of superintendent)

Adoption date: February 14, 2006

Revised date: November 10, 2009