

Seaside School District 10

Code: **CBG-AR**
Adopted: 7/26/07

Evaluation of the Superintendent

This is a five point evaluation scale, (1 being high; 5 being low) for the Board to evaluate their superintendent. Each director will complete an individual work sheet and then, collectively, the Board will compile a form for use in evaluating the superintendent. The Board and superintendent will then meet and jointly, in executive session (only the Board and the superintendent) conduct a formal evaluation. The chair will serve as the spokesperson. The intent of this evaluation is for the Board to mutually agree on the evaluation and then to inform the superintendent of their evaluation and the areas identified as needing correction or attention or the areas of strength noted. The intent is for mutual understanding and agreement of the job the superintendent is doing.

At the conclusion of the evaluation, the mutually agreed-upon evaluation form of the superintendent will be placed in his/her personnel file.

Board's Score

Your Score

(1 high; 3 medium; 5 low)

Relationship with the Board:

_____	_____	1.1	Keeps Board informed regarding District matters.
_____	_____	1.2	Offers professional advice on items requiring Board action, with appropriate recommendations based on study, knowledge or analysis.
_____	_____	1.3	Interprets and executes the intent of Board policy.
_____	_____	1.4	Works within the framework of the Board's goals and objectives and has a harmonious working relationship with the Board.
_____	_____	1.5	Understands his/her role in administration of Board policy, makes recommendations regarding personnel, finances, operational matters and accepts responsibility for his/her recommendations.

School/Staff Relations:

- 2.1 Develops sound personnel policies.
- 2.2 Works for good morale.
- 2.3 Delegates work properly.
- 2.4 Is impartial in personnel matters.
- 2.5 Is considerate of individual personnel.

Leadership in Education:

- 3.1 Organizes procedure for staff evaluations.
- 3.2 Provides technical assistance for supervisory staff.
- 3.3 Participates with community, staff and Board in educational matters.
- 3.4 Maintains current knowledge of matters pertaining to education and is capable of explaining these matters to Board, staff, community and interested individuals.
- 3.5 Demonstrates good judgment in District affairs.

Business and Finance:

- 4.1 Keeps informed on needs of the District programs, plant, facilities, equipment, supplies and finances.
- 4.2 Supervises operations, insisting on competent and efficient performance.
- 4.3 Determines that finances are spent wisely and properly.
- 4.4 Evaluates financial needs and makes recommendations for adequate financing.
- 4.5 Exercises fiscal controls providing the District with financial responsibility.

Community Relations:

- 5.1 Accepts input from all groups.
- 5.2 Works effectively with news media.
- 5.3 Provides leadership in other areas of the community.
- 5.4 Participates in various community activities.
- 5.5 Promotes a sense of District pride in the community.

Personal Qualities:

<hr/>	<hr/>	6.1 Defends principle and conviction in the face of pressure and partisan influence.
<hr/>	<hr/>	6.2 Earns respect and standing among professional colleagues.
<hr/>	<hr/>	6.3 Maintains high standards of ethics, honesty and integrity in all personal and professional matters.
<hr/>	<hr/>	6.4 Devotes time and energy effectively to the job.
<hr/>	<hr/>	6.5 Demonstrates ability to work well with individuals and groups.
<hr/>	<hr/>	6.6 Exercises good judgment and the democratic processes in arriving at decisions.
<hr/>	<hr/>	6.7 Possesses and maintains the health and energy necessary to meet the responsibilities of the position.
<hr/>	<hr/>	6.8 Maintains poise and emotional stability in the full range of professional activities.
<hr/>	<hr/>	6.9 Us customarily suitably attired and well groomed.
<hr/>	<hr/>	6.10 Uses English effectively in dealing with staff members, the Board and the public.
<hr/>	<hr/>	6.11 Writes clearly and concisely.
<hr/>	<hr/>	6.12 Speaks well in front of groups, expressing ideas in a logical and forthright manner.
<hr/>	<hr/>	6.13 Thinks well on feet when faces with an unexpected or disturbing turn of events in a meeting.
<hr/>	<hr/>	6.14 Maintains professional development by reading, course work, conference attendance, work on professional committees, visiting other District and meeting with superintendents.
<hr/>	<hr/>	6.15 Maintains a sense of humor.

Comments:

Evaluation Summary: ____ High ____ Medium ____ Low

OFFICIAL EVALUATION OF THE SUPERINTENDENT BY THE BOARD:

Signed: _____
Board Chair Date

Signed: _____
Superintendent Date