

EVALUATION OF THE SUPERINTENDENT OF SCHOOLS

The Board of Education recognizes that student growth, district progress and community satisfaction are all affected by the performance of the Superintendent of Schools. The Superintendent of Schools cannot function effectively without periodic feedback about his/her performance. Therefore, the Board of Education recognizes its responsibilities to evaluate the Superintendent of Schools.

The evaluation of the Superintendent of Schools is a valuable tool for strengthening planning and communications, promoting professional leadership and development, improving accountability and ultimately enhancing the functioning of the entire school district. In addition, this evaluation process contributes to the development and maintenance of a constructive working partnership between the Board of Education and the Superintendent of Schools.

During each year of the Superintendent of Schools' appointment, the Board of Education and the Superintendent of Schools will meet to discuss a plan of performance and accountability for that school year.

The evaluation plan shall be based on written goals as identified in the school improvement plan and performance criteria mutually developed and agreed upon by the Board of Education and the Superintendent of Schools. It shall be reduced to writing in a form mutually developed and agreed upon by the Board of Education and the Superintendent of Schools.

Criteria upon which the performance appraisal will be based follow:

- keeps the Board of Education informed on the conditions of the district's educational system
- assures preparation of agendas for school board meetings with supportive materials
- assists the Board of Education with developing the overall goals and long-range planning of the educational system
- maintains high standards of ethics, honesty and integrity in all professional matters and honors confidentiality where appropriate
- implements procedures to appropriately safeguard funds, physical assets and property of the school district
- delegates authority to staff appropriate to their positions
- maintains professional development
- encourages participation of appropriate staff members in professional growth materials
- coordinates a planned program of staff evaluation and improvement with administrative personnel
- assures preparation and administration of the annual budget in compliance with school board and state guidelines
- demonstrates ability to work well with individuals and groups

POLICY ADOPTED: July 24, 1996
REVISED: February 14, 2001

WAYNE CENTRAL SCHOOL DISTRICT
Ontario Center, New York 14520