

## **Evaluation of Superintendent**

The Board shall institute and maintain a comprehensive program for the evaluation of the superintendent on a regular basis that is consistent with state law and agreed upon by the Board and the superintendent.

Through evaluation of the superintendent, the Board shall strive to accomplish the following:

1. Clarify the superintendent's role in the school system as seen by the Board by defining objectives that will contribute to achievement of districtwide goals.
2. Clarify for all Board members the role of the superintendent in view of the job description and the immediate priority among the responsibilities as agreed upon by the Board and the superintendent.
3. Develop positive communication and harmonious working relationships between the Board and superintendent.
4. Provide administrative leadership of excellence for the school system including implementation of educational programs for the achievement of the educational objectives of the school district, including state and district content standards.
5. Measure the superintendent's professional growth and development and level of performance.

The Board shall consult with the superintendent and the advisory school district personnel performance evaluation council when revising the process for evaluation of the superintendent.

As a precondition to the evaluation process, the Board and the superintendent shall develop a position description that sets forth expectations for the superintendent. The Board also shall have a plan setting forth goals for the district.

The evaluation of the superintendent shall be based on criteria that are determined prior to the evaluation. There shall be a clear relationship among these criteria, the position description for the superintendent and the goals of the district.

The superintendent's performance shall be reviewed at least annually in accordance with the specified goals. Additional objectives shall be established at intervals agreed upon with the superintendent. The annual written evaluation will be completed prior to the October Board of Education meeting.

The evaluation process shall afford each Board member the opportunity to evaluate the performance of the superintendent on an individual basis. The evaluation document prepared by the Board shall represent a synthesis of information collected from individual Board members.

The evaluation document shall be prepared in writing. The superintendent shall have an opportunity to review the document with the Board in executive session. The report shall be signed by the superintendent and the president of the Board.

The evaluation document shall contain a written improvement plan, be specific as to performance strengths and weaknesses and specifically identify data sources and sources of information upon which the evaluation was based.

Those portions of the superintendent's written evaluation relating to the performance in fulfilling adopted district objectives, fiscal management of the district, district planning responsibilities and supervision and evaluation of district personnel shall be available for inspection by the public during regular office hours.

Nothing in this policy shall be construed to imply in any manner the establishment of any personal rights not explicitly established by statute, Board policy or contract. All employment decisions remain within the sole and continuing discretion of the Board.

Adopted: June 12, 1979  
Revised: March 30, 1993  
Revised: March 12, 1996  
Revised: October 12, 2010

LEGAL REF.: C.R.S. 22-9-101 *et seq.* (*Licensed Personnel Performance Evaluation Act*)

CROSS REFS.: ADA, School District Goals and Objectives  
BDFA\*, District Personnel Performance Evaluation Council  
CBA/CBC, Qualifications/Powers and Responsibilities of Superintendent  
GCOE\*, Evaluation of Evaluators

Swink School District #33, Swink, Colorado