

GENERAL SCHOOL ADMINISTRATION

File: CBG-R

EVALUATION OF THE SUPERINTENDENT

1. The evaluation of the Superintendent, which parallels the School Board's self-evaluation, has two major components:
 - First, and most important, is the assessment of the Superintendent in helping to achieve the Biennial Board/Superintendent Priorities.
 - Second is the assessment of the effectiveness of the Superintendent in the discharge of his/her role.
2. The evaluation of the Superintendent shall include and be based on the following items, provided yearly:
 1. Information provided to the School Board by the Superintendent:
 - a.) a completed copy of the Superintendent Evaluation Instrument
 - b.) a completed copy of the Evaluation of the Biennial Board/Superintendent Priorities.
 2. Information provided to the Chair or Designee by all School Board members:
 - a.) a completed copy of the Superintendent Evaluation Instrument
 - b.) a completed copy of the Evaluation of the Biennial Board/Superintendent Priorities.
3. The Chair or Designee shall collate the results.
4. The results shall be provided to School Board members and the Superintendent in advance of the annual June Board meeting designated to discuss evaluations and priorities.
5. The School Board shall provide the Superintendent with a detailed oral evaluation in Closed Meeting.
6. The School Board Chair, at the direction of the Board, provides a summary written evaluation to include any compensation adjustments for the next school year.
7. This evaluation will be completed by June 30th.

Relationship of [Strategic Plan](#), [Biennial Board/Superintendent Priorities](#) and Evaluation:

1. The Biennial Board/Superintendent Priorities support the achievement of the School Division's mission and goals.
2. The Strategic Plan provides the evidence by which the School Board can measure achievement on the five division goals.

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3. In November/December, the Superintendent will provide an update on Board/Superintendent Biennial Priorities.
4. Initial discussions of the midyear review can be held.
5. In open session discuss progress on priorities.
6. In closed session, give feedback to the Superintendent on his/her job performance.
7. In closed session the Superintendent provides an overview of performance of key administrators.

Issued: August 17, 2009

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Legal Reference: Code of Virginia, 1950, as amended, section 22.1-60.1

Board of Education Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Administrators and Superintendents (Attached to Superintendent's Memo No. 100, May 19, 2000).

(http://www.doe.virginia.gov/teaching/regulations/uniform_performance_stds.pdf).

Cross Reference: AFA Evaluation of School Board
CBA Qualifications and Duties for the Superintendent