

# **EVALUATION OF THE SUPERINTENDENT**

## **Policy # 0320**

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.

No later than April 30th of each school year the Board of Education shall meet in executive session for the sole purpose of discussing with the Superintendent his job performance. Concerns, suggestions, and comments raised and made at this meeting shall be reduced to writing and provided to the Superintendent.

**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 and the superintendent.**
- 4. Provide a basis for commending, rewarding and reinforcing good work.**

**The evaluation will 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.

The formal performance procedures will include written criteria, a description of the review procedures, provisions for post-conferencing, and methods used to record results of the evaluation. The Superintendent will be granted the opportunity to respond to the evaluation in writing.

**Cross-ref:**

3120, Duties of the Superintendent

**Ref:**

8 NYCRR 100.2(o)(1)(vi) (Performance review of superintendent)