

## **SUPERINTENDENT EVALUATION**

The board will conduct an ongoing evaluation of the superintendent on the superintendent's skills, abilities, and competence. Annually, the board will formally evaluate the superintendent. The goal of the superintendent's formal evaluation is to ensure the educational program for the students is carried out, promote growth in effective administrative leadership, clarify the superintendent's role, clarify the immediate priorities of the board, and develop a working relationship between the board and the superintendent.

The formal evaluation will be based upon the following principles:

- \* The evaluation criteria shall be in writing, clearly stated and mutually agreed upon by the board and the superintendent. The criteria will be related to the job description and the school district's goals;
- \* The evaluation process will be conducted annually at a time previously agreed upon;
- \* Each board member shall have an opportunity to individually evaluate the superintendent, and these individual evaluations will be compiled into an overall evaluation by the entire board;
- \* The superintendent shall conduct a self-evaluation prior to discussing the board's evaluation, and the board as a whole shall discuss their evaluation with the superintendent;
- \* The board may discuss their evaluation of the superintendent. This discussion may take place in closed session upon a request from the superintendent;
- \* The individual evaluation of each board member, if individual board members so desire, will not be reviewed by the superintendent. Board members are encouraged to communicate their criticisms and concerns to the superintendent in the closed session. The board president will develop a written summary of the individual evaluations, including both the strengths and the weaknesses of the superintendent, and place it in the superintendent's personnel file to be incorporated into the next cycle of evaluations; and,
- \* The board, with the Superintendent, shall develop annual performance goals.

This policy supports and does not preclude the ongoing, informal evaluation of the superintendent's skills, abilities and competence.

Legal Reference: Wedergrenv. Board of Directors, 307 N.S.2d 12 (Iowa 1981).  
Iowa Code –279.8,.20,.23,.23A (1991)  
281 I.A.C. 12.3(4)

Cross Reference: 213 Closed Sessions  
302.1 Administration and Board of Directors  
303 Superintendent

Approved: Reviewed: 12-9-96, 1-11-99, Revised:  
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**RUTHVEN-AYRSHIRE COMMUNITY SCHOOL BOARD OF DIRECTORS**