

**0320**  
 Required  
 **Local**  
 Notice

## EVALUATION OF SUPERINTENDENT

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.

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 shall 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.

Cross-ref: 3120, Duties of the Superintendent

Ref: 8 NYCRR 100.2 (o)(2)(v) (Performance review of superintendent)

Adoption date: July 7, 2011

**0320**  
 Required  
 **Local**  
 Notice

### **EVALUATION OF SUPERINTENDENT – PROCEDURES**

1. President of the Board of Education distributes copies of Superintendent Evaluation Form to all trustees.
2. Trustees, individually, complete the form.
3. Board members meet to discuss their contribution to the evaluation.
4. After discussion among all Board members, the President of the Board creates a final document.
5. The Superintendent meets with the Board to review the final document.

Adoption date: July 5, 2011