

## **Administration**

### **Evaluation of Superintendent**

The Board of Trustees may annually conduct a formal evaluation of the Superintendent's performance in order to assess his effectiveness in leading the district toward established philosophy and goals. The Superintendent and Board may establish an appropriate schedule for the annual evaluation process.

(cf. 0000 – Philosophy)  
(cf. 2121 - Superintendent's Contract)  
(cf. 9000 - Role of the Board)

Evaluation criteria should be based on district philosophy and goals as agreed upon prior to the evaluation by the Board and Superintendent. The evaluation may provide commendations in areas of strength, provide recommendations for improving effectiveness, and serve as a basis for making decisions about salary increases and/or contract extension.

(cf. 2110 - Superintendent Responsibilities and Duties)

The Board and Superintendent may annually consider what evaluation method(s) will best serve the district and agree on the specific written instrument to be used.

Each Board member should independently evaluate the Superintendent's performance. The Board may examine all Board members' evaluations and reach a consensus on the evaluation. The Board president or designee may then develop a single evaluation representing the Board's collective judgment and provide a copy to the Superintendent.

The Board shall meet in closed session with the Superintendent to discuss the evaluation.  
(Government Code 54957)

(cf. 9321 - Closed Session Purposes and Agendas)

The Superintendent and Board president should sign the evaluation as evidence that the evaluation has been discussed, and shall place the evaluation in the Superintendent's personnel file.

(cf. 2111 - Superintendent Governance Standards)  
(cf. 3100 - Budget)  
(cf. 9005 - Governance Standards)  
(cf. 9400 - Board Self-Evaluation)

**Administration**

**Evaluation of Superintendent (continued)**

Legal Reference:

GOVERNMENT CODE

54957 Closed session, personnel matters

Policy Adopted: March 23, 1987

Policy Revised: September 26, 2005;