

TODD COUNTY SCHOOL DISTRICT POLICY: CBI

EVALUATION OF THE SUPERINTENDENT

The board shall evaluate and assess in writing the performance of the superintendent twice during the first year of employment and on an annual basis thereafter as a minimum requirement and reserves the right to evaluate the superintendent as it deems necessary.

Once each fiscal year, the board and superintendent shall meet in closed executive session for the purpose of mutual evaluation of the performance of the superintendent. In the event that the board determines that the performance of the superintendent is unsatisfactory in any respect, it shall describe in writing, in reasonable detail, specific instances of unsatisfactory performance. The evaluation shall include recommendations as to areas of improvement in all instances where the board deems performance to be unsatisfactory. A copy of the written evaluation shall be delivered to the superintendent. The superintendent shall have the right to make a written reaction or response to the evaluation within ten (10) days of receipt of the evaluation. This response shall become a permanent attachment to the superintendent's personnel file. Within thirty (30) days of the delivery of the written evaluation to the superintendent, the board shall meet with the superintendent to discuss the evaluation.

Through this process the board will strive to accomplish the following:

1. clarify for the superintendent his or her role in the school district, as seen by the board;
2. clarify for all board members the role of the superintendent in light of his or her job description and the immediate priorities among his/her responsibilities as determined by the board;
3. develop harmonious working relationships between the board and the superintendent; and,
4. provide administrative leadership of excellence for the school district.

Board consensus of the superintendent's abilities and performance will be put in writing, made available to him or her, and discussed with him or her in an executive session.

CROSS REF.: BEC, Executive Sessions

ADOPTED: April 18, 1983

REVISED: January 10, 1994

REVIEWED: August 24, 2015

REVISED: August 22, 2016

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