

Policy Type: Board/Superintendent Relationship

Monitoring Superintendent Performance

Superintendent job performance will be monitored systematically and rigorously against only the Superintendent job expectations: organizational accomplishment of Board’s *Ends* policies and organizational operation within the boundaries established in the Board’s *Executive Limitations* policies.

Accordingly:

1. Monitoring determines the degree to which board policies are being met. Information that does not contribute to this purpose is not considered monitoring data.
2. The Board will acquire monitoring data on *Strategic Plan Activities* and *Executive Limitations* policies by one or more of three methods:
 - a. By internal report, in which the Superintendent discloses compliance information to the Board
 - b. By external report, in which an external, disinterested third party selected by the Board assesses compliance with Board policies
 - c. By direct Board assessment, in which the Board assesses compliance with the appropriate policy criteria
3. In every case, the standard for compliance shall be whether the Superintendent has reasonably interpreted the Board policy being monitored. The Board will make the final determination as to whether a Superintendent interpretation is reasonable.
4. All policies which instruct the Superintendent will be monitored at a frequency and by a method chosen by the Board. The Board may monitor any policy at any time by any method, but ordinarily will depend on the following schedule and method:

<u>Executive Limitations Policies</u>	<u>Method</u>	<u>Frequency</u>
<i>EL-1 Global Executive Constraint</i>	<i>Internal Report</i>	<i>Annually in October</i>
<i>EL-2 Emergency Supt. Succession</i>	<i>Internal Report</i>	<i>Annually in October</i>

<i>EL-3 Administrative Procedure</i>	<i>Internal Report</i>	<i>Annually in September</i>
<i>EL-4 Communication and Counsel to the Board</i>	<i>Internal Report</i>	<i>Semi-Annually in March and September</i>
<i>EL-5 Commitment to Accomplishment and Accountability</i>	<i>Internal Report</i>	<i>Annually in June</i>
<i>EL-6 Educational Program</i>	<i>Internal Report</i>	<i>Annually in August</i>
<i>EL-7 Instructional Materials Selection and Adoption</i>	<i>Internal Report</i>	<i>Annually in April</i>
<i>EL-8 School Year Calendar</i>	<i>Internal Report</i>	<i>Annually in March</i>
<i>EL-9 Treatment of Students, Parents and Community</i>	<i>Internal Report</i>	<i>Annually in May</i>
<i>EL-10 Student Conduct & Discipline</i>	<i>Internal Report</i>	<i>Annually in June</i>
<i>EL-11 School Safety</i>	<i>Internal Report</i>	<i>Annually in September</i>
<i>EL-12 Staff Treatment</i>	<i>Internal Report</i>	<i>Annually in May</i>
<i>EL-13 Staff Compensation</i>	<i>Internal Report</i>	<i>Annually in January</i>
<i>EL-14 Staff Evaluation</i>	<i>Internal Report</i>	<i>Annually in May</i>
<i>EL-15 Budgeting</i>	<i>Internal Report</i>	<i>Annually in June</i>
<i>EL-16 Financial Administration</i>	<i>Internal Report</i>	<i>Quarterly in January, April, July and October</i>
<i>EL-17 Asset Protection</i>	<i>Internal Report</i>	<i>Quarterly in January, April, July and October</i>

5. Annually the Board will conduct a formal written **summative evaluation of the Superintendent**. The summative evaluation will be based upon data derived during the year from monitoring Board policies on *Strategic Plan Activities* and *Executive Limitations*. **A written evaluation document will be prepared by the Board.** In addition a planning meeting for Superintendent goal setting will be completed annually by August 31, and a mid-year review will be completed by January 31. **The Superintendent will have the opportunity to review the document with the Board in executive session. The report will be signed by the Superintendent and the president of the Board.**

The evaluation document will consist of:

- a. A summary of the data derived throughout the year from monitoring the Board's policies on *Strategic Plan Activities* and *Executive Limitations*
- b. **Conclusions relative to whether each end has been achieved or whether reasonable progress has been made toward its achievement**
- c. **Conclusions relative to whether the Superintendent has properly operated within the boundaries established in the *Executive Limitations* policies**

- d. **An improvement plan addressing any insufficient progress toward meeting the ends**
- e. **An improvement plan addressing any deficiencies in operation within the boundaries of the *Executive Limitations* policies**
- f. **A summary of the Superintendent's strengths and weaknesses relative to achievement of the *Ends* policies and operation within the boundaries established in the *Executive Limitations* policies**

Nothing in this policy will be construed to imply in any manner the establishment of any personal rights not explicitly established by statute, Board policy or contract. All employment decisions regarding the Superintendent remain within the sole and continuing discretion of the Board.

Adopted: August 8, 2001

Revised: July 20, 2016

Monitoring Method: Board Self-Assessment

Monitoring Frequency: August and February