

**EVALUATION OF THE SUPERINTENDENT**

An effective working relationship between the School Committee and the Superintendent is essential to the successful operation of the schools. The development and maintenance of that relationship may be greatly assisted by a periodic review of the Superintendent's diverse responsibilities accompanied by an evaluation of the Superintendent's performance.

The purposes of the evaluation will be to:

- A. Establish and maintain a good working relationship between the School Committee and the Superintendent
- B. Clarify for the Superintendent his/her role in the school system as seen by the School Committee
- C. Clarify for the School Committee members the role of the Superintendent in light of his/her job description
- D. Improve the Superintendent's performance by suggesting areas of responsibility and operating techniques that may be strengthened
- E. Give encouragement and commendation for work well done
- F. Record evidence of performance and improvement
- G. Offer a guide for the Superintendent's self-appraisal of characteristics and skills
- H. Provide an opportunity for the School committee and the Superintendent to confer formally at periodic intervals about factors affecting the Superintendent's performance
- I. Officer a procedure for comprehensive and dispassionate appraisal in a setting other than during times of crisis
- J. Establish reasonable standards for continued employment
- K. Provide assistance in the development of the Superintendent's performance objectives and priorities for the coming year, and
- L. Assist the School Committee in arranging for the Superintendent's salary and contract

It will be the School Committee's policy to evaluate the abilities and services of the Superintendent through a formal procedure at least once annually, but evaluation may be more frequent, especially during the term of an initial contract.

The evaluation will be made on the basis of the School Committee's written statements concerning the abilities needed by, and the responsibilities and duties to be discharged by, the Superintendent. School committee consensus on the Superintendent's abilities and performance in various areas will be put in writing, made available to him/her, and discussed with him/her in an executive session.

Cross-Reference: BCD – School Committee – Superintendent Relationship  
CB – School Superintendent

Adopted: 1988