The Board of Education will annually evaluate the performance of the superintendent. Through evaluation of the superintendent, the Board strives to accomplish the following:

1. Clarify for the superintendent and individual board members the Board's expectations of the superintendent.
2. Assess strengths, recognize accomplishments, and determine areas for improvement of the superintendent.
3. Develop harmonious working relationships between the Board and the superintendent.
4. Provide effective administrative leadership for the school system.

The criteria for the yearly evaluation will be based on two components:

1. Progress toward annual goals for the school system established by the Board and superintendent in the fall.
2. Performance of job responsibilities in alignment with accepted performance standards.

The following guidelines will be used in the evaluation process:

1. The Board will review progress toward annual goals.
2. Each member of the Board will complete a performance review evaluation form and submit it to the Board Chairman.
3. The superintendent will submit a written self-evaluation to the Board Chairman.
4. The Board will hold an executive session at the regular July Board meeting to discuss the superintendent's evaluation and develop a consensus report.
5. The Board Chairman is responsible for completing the composite evaluation form which reflects the Board's evaluation. The Board Chairman will meet with the superintendent to discuss the evaluation prior to the regular August meeting of the Board.
6. The Board will meet with the superintendent in executive session at the regular August Board meeting to discuss and finalize the annual evaluation. The final report will be signed by the Board Chairman representing the Board and by the superintendent.
7. The evaluation report is to be considered confidential and accessible only to the superintendent and members of the Board of Education subject to local policies and state and federal statutes.

Adopted: September 8, 2005