

EVALUATION OF THE SUPERINTENDENT OF SCHOOLS

Evaluation of the Superintendent of Schools shall be the sole responsibility of the Board of Education. Evaluation is essential to a systematic approach to management and is also a necessary element to a program of planned improvement.

Pursuant to the Education Law of the State of New York, the Superintendent will be evaluated by the Board on an annual basis. The District has established an evaluation procedure and made it a condition of its employment contract with the Superintendent.

It is the intent of the Board that the evaluation procedure will enable the Superintendent to:

- Understand with increasing accuracy the scope of his/her duties and responsibilities.
- Establish long- and short-term goals.
- Place priorities on tasks which are most critical in the performance of duties and responsibilities.
- Clarify relationships with those directed and supervised, and with those who direct and supervise the Superintendent.
- Improve day-to-day operational efficiency, enhance self-image, and increase job satisfaction.
- Receive suggestions and directions regarding desired improvement.
- Receive commendation and esteem for accomplishments.

The following evaluation procedure shall be filed in the District office and be available for review by any individual no later than the first day of August each year.

Note: The date of August 1 will allow thirty (30) days for revision, copies, Board of Education discussion, etc.

Reference: 8 NYCRR §100.2(o)(2)(v)

Revised: June 19, 2001; December 2, 2008; June 24, 2013

Reviewed: May 18, 2015

EVALUATION OF THE SUPERINTENDENT OF SCHOOLS REGULATION

The Board of Education shall meet with the Superintendent of Schools in Executive Session one time per year, at least one month prior to the anniversary date (August 1) of the Superintendent's contract to:

1. Receive interim progress reports.
2. Develop cooperatively a limited number of specific objectives to be accomplished in the following school year, with the understanding that the commitment to accomplish the selected specific objectives will be in addition to the routine management of the District operation at the current level of quality.
3. Evaluate the Superintendent's performance.
4. Review the results of efforts in the previous year.
5. Make revisions as necessary in the planned objectives for the year ahead and make adjustments in emphasis as deemed advisable.

Each Board member should complete a copy of an evaluation form. The Board, in Executive Session, shall prepare a composite report which should be signed by both the Superintendent and the President of the Board. A copy will be provided to the Superintendent and a copy retained in the District files to provide a continuous record of the Superintendent's service.

Revised: December 2, 2008; June 24, 2013

Reviewed: May 18, 2015