

Recommended Evaluation Process and Timeline Flowchart

<p style="text-align: center;">Beginning of New Evaluation Year Meeting July / September (Meeting to be conducted in executive session)</p> <p>Topic 1: Leadership Team Goal / Priority Setting. Topic 2: Superintendent's Professional Goals and Objectives.</p>
<p style="text-align: center;">Mid-Year Evaluation Meeting November / December (Meeting to be conducted in executive session)</p> <p>Topic 1: Informal Leadership Team discussion regarding progress on goals and objectives. Topic 2: Targeted informal feedback provided to Superintendent regarding his/her performance.</p>
<p style="text-align: center;">End of Year Evaluation Meeting April / May (Meeting to be conducted in executive session)</p> <p>Topic 1: Self-Assessment of individual members of the Leadership Team including discussion about goal attainment and handling of unanticipated challenges. Topic 2: Superintendent presents "year in review" self-assessment to Board of Education regarding his/her performance.</p>
<p style="text-align: center;">Board of Education Evaluation of the Superintendent May / June (Meeting to be conducted in executive session)</p> <p>Board of Education evaluates the Superintendent's job performance. A draft evaluation is developed during this meeting in districts where a written evaluation of the Superintendent is provided.</p>
<p style="text-align: center;">Meeting with Superintendent Regarding Draft Evaluation June (Meeting to be conducted in executive session)</p> <p>Meeting between the Board of Education as per Board of Education policy and the Superintendent to share and discuss the draft evaluation.</p>
<p style="text-align: center;">Formal Evaluation of the Superintendent June</p> <p>Formal evaluation is completed and presented to the Superintendent of Schools by a representative(s) of the Board of Education as per policy. <i>Note: Superintendent's Evaluation is a public document subject to FOIA.</i></p>