



RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street

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Spring Green, Wisconsin 53588

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Phone: 608-588-2551

225-Rule

District Administrator Evaluation

A. PURPOSE

Proper administration of the schools is vital to a successful education program. The Superintendent's overall responsibility is to coordinate and supervise, under the policies of the Board, the creation and operation of an environment in which students learn most effectively. The Superintendent's duties and functions should be appraised in terms of the contribution made to improving instruction and learning, both in terms of the general educational climate and specific performance related goals developed. To this end, the School Board must endeavor to create and sustain a professional climate that calls forth and uses the full creative capacities of the Superintendent. Such a climate calls for common understanding, mutual respect, and a full measure of confidence between the members of the Board and the Superintendent. Thus, since the objective of the School Board is to optimize student learning opportunities in an environment which is open, trusting, and caring, the evaluation of the Superintendent is a process designed to promote and encourage that environment.

Specifically, the implementation of a planned program of Superintendent evaluation should seek to:

1. Improve Superintendent leadership.
2. Document Superintendent performance in relationship to respective job description and district goal accomplishment.
3. Measure the effectiveness of Superintendent leadership.
4. Assess the compatibility of the Superintendent's relationship with the Board, school community, and district goals.
5. Provide information to enable informed decisions to be made regarding contract renewal and compensation.

B. EVALUATORS

To enhance the validity of the evaluation process, it is desirable to have more than one source of data. The following sources and forms of evaluation should be included:

1. Board Evaluation
 - Part I - Personal Performance Areas
 - Part II - Job Description Characteristics
 - Part III - Recommendations and Commendations
2. District Goals
 - For Previous Year
 - For Coming Year
3. Self-Evaluation

C. PROCEDURES

Evaluation of the Superintendent is the primary responsibility of the School Board who shall insure that the following procedures are utilized from year to year on the following timeline:

May Board and Superintendent will exchange ideas on district goals for the coming year (and beyond) based on existing plans. Additionally, areas in need of district improvement will be discussed as part of developing new/revised district goals.

NOTE: These district goals will become a “rolling,” ongoing annual process (1-3 year outlook).

June At the Regular Board Meeting, there will be an open planning session based on May documents and any other input from public and other sources. This will be the final, formal district goals discussion for the year.

September Acknowledgment of district goals for the coming one to three years.

December Superintendent will provide Self-Evaluation and Goal Accomplishment. Board completes and turns in Superintendent evaluation forms to the Superintendent’s administrative assistant for compilation and consolidation into one evaluation form.

January Board presents consolidated evaluation of Superintendent in accordance with Board Policy #225. Discussion between Board and Superintendent of performance evaluation and district goals.

March Superintendent presents evaluation of A-Team to Board.

APPROVED: January 9, 2003

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APPROVED: October 11, 2007

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APPROVED: January 8, 2009