

**EVALUATION OF THE SUPERINTENDENT
OF THE
PIONEER CAREER AND TECHNOLOGY CENTER**

In compliance with HB 769 and ORC Section 3319.02

Section 3319.01 requires: "Each Board of Education shall adopt procedures for the evaluation of its Superintendent in accordance with those procedures. An evaluation based upon such procedures shall be considered by the Board in deciding whether to renew the Superintendent's contract."

Although the frequency of evaluation is not specifically required by statute, annual evaluation of the Superintendent is a recommended practice. Since we believe that the Superintendent and the Treasurer are the only employees evaluated directly by the Board of Education, emphasis is added to the importance of the evaluation process.

A good evaluation procedure should identify the areas to be evaluated and should include, but not be limited to, a review of the job description and measure compliance to it. The results should be shared with the Superintendent, and an opportunity to correct deficiencies should be granted. Job targets/goals are expected outcomes of the evaluation process.

Generally, an evaluation instrument will measure the following categories. The following broad categories, along with more specific areas are suggested:

Low to High
1 2 3 4 5

The Board of Education:

I. Educational Leadership – the Superintendent

- | | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. has an educational philosophy and seeks to impart it to the staff |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. works with instructional staff to upgrade their performance |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c. works to improve his/her professional growth |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d. presents a positive professional image to the staff |

II. Community Leadership - the Superintendent

- | | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. works with groups to strengthen relationships and communications in an organized manner |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. handles problems raised by community in a timely, organized manner |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c. initiates positive public relations programs and works through the staff to implement the programs |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d. cooperates with the Board in community public relations efforts |

III. Administrative Leadership - the Superintendent

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- a. has a grasp of system operations
- b. organizes staff for efficient management
- c. delegates authority and responsibility to appropriate individuals
- d. follows up
- e. evaluates personnel and school program

IV. Relationship to the Board – the Superintendent

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- a. carries out policies of the Board
- b. provides advice and counsel for the Board
- c. consults with Board when policy issues arise
- d. works with the entire Board, not individuals

COMMENTS:

Superintendent _____

Date _____

President, Board of Education _____

Date _____