

**WINSLOW PUBLIC SCHOOLS  
25 MESSALONSKEE AVE.  
WATERVILLE, ME 04901**

**EVALUATION OF THE SUPERINTENDENT**

The School Board may participate in the evaluation of the Superintendent as a regular and scheduled activity. The primary purposes of the evaluation will be to continually improve administrative leadership, to strengthen the working relationship of the School Board and Superintendent.

**GUIDELINES**

- A. The Superintendent should be involved in developing the evaluation form and standards or reviewing the existing evaluation form and standards.
- B. The Superintendent should prepare for the evaluation by conducting a self-evaluation.
- C. The School Board should prepare for the evaluation as follows:
  - 1. School Board members may submit individual written assessments to the Chair, using the evaluation form and standards, with supporting comments giving specific examples related to conduct and/or performance.
- E. The School Board may meet with the Superintendent in executive session to review the evaluation:
  - 1. The School Board as a whole will meet with the Superintendent to discuss the evaluation, which should include the composite (or: summary) of individual School Board members' written assessments as agreed upon by the School Board.
  - 2. The evaluation should include a discussion of strengths as well as areas identified for improvement.
  - 3. The evaluation discussion may only include items described in the evaluation form.
  - 4. The School Board's evaluation should be supported by specific examples of the Superintendent's conduct/performance, and should represent the perspective of the majority of the School Board.
  - 5. The Superintendent shall be given the opportunity to provide feedback to the School Board regarding his/her perceptions of the working relationship between the Superintendent and the School Board and other issues the Superintendent identifies as relevant to his/her job responsibilities and performance.

**PERFORMANCE OBJECTIVES**

Using the Superintendent's evaluation(s) for the year and the priorities established by the School Board, the School Board and the Superintendent may establish mutually agreed upon and clearly understood performance goals for the ensuing year. Progress toward these goals will be included as part of the next School Board evaluation of the Superintendent.

**ADOPTED:** May 21, 2003; **REVISED:** March 10, 2014

**SOURCE:** Board Policy