

R 1240 EVALUATION OF SUPERINTENDENT

A. Frequency of Evaluation

The Superintendent shall be evaluated annually.

B. Evaluation Criteria

1. Job description;
2. Annual goals;
3. The following criteria as enumerated by the N.J.S.B.A. shall also be used:
 - a. Ability to manage;
 - b. Ability to lead;
 - c. Ability to make decisions;
 - d. Ability to communicate;
 - e. Supervision and staff development;
 - f. Responsiveness to others;
 - g. Creativity;
 - h. Ability to maintain an effective educational climate;
 - i. Effective implementation of Board policies and procedures;
 - j. Use of physical and financial resources of the district in a judicious manner; and
 - k. Demonstration of a broad knowledge of matters that will aid in effectively managing the school district.



C. Collection and Reporting of Evaluation Data

1. The Board shall collect appropriate data to properly evaluate the Superintendent.
2. The Board shall appoint not more than four members to collect the data.
3. The Superintendent shall cooperate with members of the Board designated to collect the data.

D. Preparation of Written Evaluation Report

1. The Board shall in a committee session consider all of the collected data.
2. The Board shall discuss the data and evaluate the Superintendent based on the evaluation criteria as described in B. above.
3. The Board shall designate one individual to prepare a draft of the written evaluation document.
4. The Board shall review the draft evaluation document and determined required revisions.
5. The Board shall by majority vote approve the evaluation document and have it approved by a majority vote of the Board.

E. Conduct of Annual Performance Conference

1. The Board shall conduct the evaluation conference.
2. The Chairperson of the Board shall chair a private session of the Committee, at which the Superintendent is present.
3. The Superintendent shall have the right to discuss the evaluation with the Board and file any exceptions to the evaluation in writing.
4. Any exceptions filed by the Superintendent shall be included with any copy of the Board's evaluation.

Issued: 4 November 2008

