

Designing an Effective Evaluation Process: The Board and Superintendent Partnership

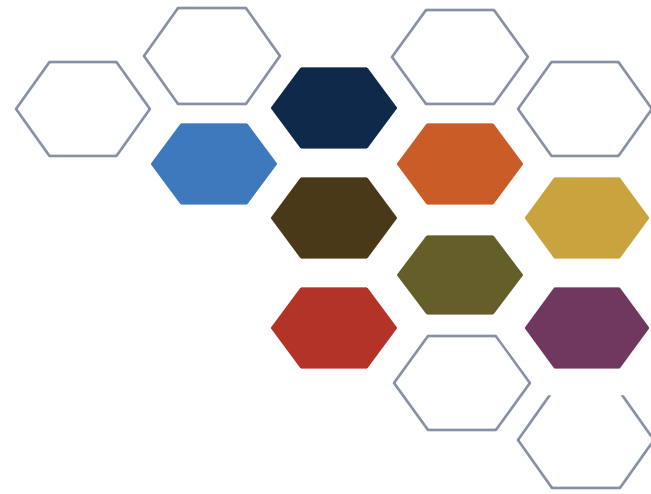


Today's Focus

- Design and implement an **evidenced-based** evaluation process
- Promote **healthy partnership** between the BOE and superintendent
- Collaborate to align **common goals and measurable outcomes**
- Provide the superintendent with **constructive feedback** from BOE that is directly tied to leadership standards
- Operationalize **best practices** using a standards-based evaluation tool


The Superintendent Evaluation Process

*Strengthening the
Board/ Superintendent
Relationship*



The school board that fully understands its governance role will see four compelling reasons for conducting regular superintendent evaluations: (1) a means for ensuring accountability, (2) an opportunity to strengthen the board/superintendent relationship, (3) a structured way for the board to impact superintendent professional development, and (4) as a tool in determining salary and contract considerations.

Rationale

- **Insufficient or non-existent annual evaluations**
 - **Subjective annual evaluations with superficial feedback (not based on standards)**
 - **Paper-based or Word document process**
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5 Step Process

26 Current Illinois Districts

•Washington #308
•Antioch #34
•Lake Bluff #65
•Diamond Lake #76
•Meridian #223
•Oakwood #76
•Lemont #210
•Addison #4
•Oak Grove #68
•Danville #118
•Evanston Skokie #65
•SWCCCASE
•Norwood #63

•New Lenox #122
•Community Consolidated #46
•Niles #807
•North Shore Sd #112
•Prairie Grove 46
•Gavin #37
•Gurnee #56
•Frankfort #157-C
•Springfield #186
•Deerfield #109
•Grant CCSD #110
•Robinson CUSD #2
•Grass Lake #36

24 Superintendent Competencies

A: Relationship with Board	B: Community Relations	C: Staff Relationships
A.1 Information A.2 Materials & background A.3 Board questions A.4 Policy involvement A.5 Board development	B.1 District image B.2 Communications with community B.3 Media relations B.4 Approachability	C.1 Internal communications C.2 Personnel matters C.3 Delegation of duties C.4 Recruitment C.5 Visibility
D: Business & Finance	E: Instructional Leadership	F: Annual Goals
D.1 Budget development & maintenance D.2 Budget report D.3 Facility management D.4 Resource allocation	E.1 Professional knowledge E.2 Self-improvement E.3 Focus on students E.4 Goal development E.5 Staff development E.6 Curriculum	F.1 Annual Goal #1 F.2 Annual Goal #2 F.3 Annual Goal #3

Question #1

Why is it in the best interest of the Board of Education and the school superintendent to engage in a rigorous evaluation process?

Question #2

How does one's level of experience (as a school board member or a superintendent) impact the process for the annual superintendent evaluation?

Question #3

How does the superintendent inform the BOE about the day-to-day work of a superintendent?



























How does the board learn about and assess how the superintendent has performed throughout the year?

Question #4

Why is it important to have the BOE, the superintendent, and the entire school leadership team on the “same page” with clearly defined goals and expectations?

Question #5

How do you create a process where all BOE members have a chance to give feedback to the superintendent while at the same time ensuring that the school board speaks with one voice in terms of a final annual evaluation for the superintendent?

Competency		Not Set	Ineffective	Developing	Effective	Highly Effective
A. Relationship with the Board						
A.1 Information	★					 
A.2 Materials and background	★				 	
A.3 Board questions	☆					
A.4 Policy involvement	☆					
A.5 Board development	☆					
B. Community Relations						
B.1 District image	★					
B.2 Communication with community	★					 
B.3 Media relations	★					 
B.4 Approachability	★					
C. Staff Relationships						
C.1 Internal communications	★					 
C.2 Personnel matters	★				 	
C.3 Delegation of duties	★					 
C.4 Recruitment	☆					
C.5 Visibility	★					 

Costs

- Annual Subscription from July 1 to June 30th
- Cost is based on the Evidence Based Funding Tiers:
 - Tier 1 and 2: \$1,800 platform fee
 - Tier 3 and 4: \$2,200 platform fee
- All subscriptions include Superintendent and School Board for the purpose of evaluating the superintendent
- \$100 per additional admin license (principals, cabinet, etc.)
- One-time \$295 onboarding and training

Questions/Comments

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