



Book	Policy Manual
Section	READY FOR 2-10-2026
Title	Copy of EVALUATION OF THE DISTRICT ADMINISTRATOR
Code	po1240 REVISED
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#### 1240 - EVALUATION OF THE DISTRICT ADMINISTRATOR

The Board ~~of Education~~ believes it is essential that it evaluate the District Administrator's performance periodically in order to assist both the Board and the District Administrator in the proper discharge of their responsibilities and to enable the Board to provide the District with the best possible leadership.

The Board shall annually, no later than December 31, evaluate the performance of the District Administrator. (See Policy 1110 - Assessment of District Goals) Such evaluation shall include an assessment of:

- A. the progress toward the educational goals of the District;
- B. the working relationship between the Board and the District Administrator.

Such assessments will be based on defined quality expectations developed by the Board for each ~~criteria~~ criterion being assessed.

The Board and the District Administrator, jointly, shall, at the outset of each evaluation, determine the method by which the evaluation shall be conducted.

Such a method may include:

- A.  the District Administrator's own self-analysis of the current status of the District;
- B.  the active participation of each Board member;
- C.  a recommendation from a Board committee;
- D.  a compilation of assessments
  - on a prepared standard form
  - by individual Board members, which shall then be reviewed jointly by the Board and District Administrator;
- E.  evaluation interviews between the Board and District Administrator during which no other business is discussed;
- F.  the District Administrator's assessment of Board efficiency and effectiveness.

As an outcome of the evaluation of the District Administrator's performance, the Board should be prepared to judge the advisability of retention of the District Administrator and be prepared better to:

- A. determine the District Administrator's salary;
- B. **( X ) make decisions related to the District Administrator's contract renewal;**
- C. identify strengths and weaknesses in the operation of the District and determine means by which weaknesses can be reduced and strengths are maintained;
- D. establish specific objectives, the achievement of which will advance the District toward its goals;
- E. **(X ) determine progress toward District strategic goals as outlined in Policy 1110 - Assessment of District Goals;**
- F. improve its own performance as the public body ultimately charged with the educational responsibility of this District;

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