

WASKOM ISD  
PRINCIPAL EVALUATION



NAME Rachael Hawkins

DATE 1-22-15

(1) Exceeds      (2) Proficient      (3) Below      (4) Unsatisfactory

<b>I. <u>SCHOOL CLIMATE</u></b>		
1.1	Exhibits a positive and caring attitude towards staff, students and parents.	<u>1</u>
1.2	Has knowledge of the school's mission and involves the staff in decision-making when appropriate.	<u>1</u>
1.3	Provides recognition for excellence and achievement for staff and students.	<u>1</u>
1.4	Effectively resolves conflicts in a timely manner.	<u>1</u>
<b>II. <u>SCHOOL IMPROVEMENT</u></b>		
2.1	Is knowledgeable of the effective school correlates and utilizes data to improve the school.	<u>1</u>
2.2	Demonstrates the ability to periodically review established programs and policies for possible improvement.	<u>1</u>
<b>III. <u>INSTRUCTIONAL MANAGEMENT</u></b>		
3.1	Supports the teaching staff with guidelines and resources necessary to accomplish instructional goals.	<u>1</u>
3.2	Directs appropriate curriculum reviews and initiates curriculum updates as needed.	<u>2</u>
3.3	Initiates instructional programs that are related to desired instructional outcomes.	<u>1</u>
3.4	Is a cooperative and contributory member of the district administrative team.	<u>1</u>
<b>IV. <u>PERSONNEL MANAGEMENT</u></b>		
4.1	Uses the PDAS appropriately and ensures that evaluations comply with all guidelines and reflect staff performance.	<u>1</u>
4.2	Makes sound and effective personnel recommendations concerning placement, transfer, and contract status.	<u>2</u>
4.3	Clearly defines expectations for staff performance regarding instructional strategies, classroom management and school/community relations.	<u>1</u>
4.4	Fosters a professional relationship with staff.	<u>1</u>
<b>V. <u>ADMINISTRATION &amp; FISCAL</u></b>		
5.1	Ensures that required reports are submitted promptly.	<u>1</u>
5.2	Complies with applicable district policies, state and federal laws, and regulations of the SBOE and TEA in pursuing the mission of the school.	<u>1</u>
5.3	Works with appropriate personnel in developing a campus budget.	<u>1</u>
5.4	Manages the school facilities effectively to ensure a clean, orderly and safe campus.	<u>1</u>
5.5	Maintains accurate records including pupil accounting, textbooks, and capital assets.	<u>2</u>
<b>VI. <u>STUDENT MANAGEMENT</u></b>		
6.1	Effectively develops and communicates school guidelines for student conduct to students, staff and parents.	<u>1</u>
6.2	Ensures that the discipline management plan is applied equitably to all students.	<u>1</u>
6.3	Resolves problems by successfully conferencing with parents, students and teachers.	<u>1</u>



**VII. SCHOOL/COMMUNITY RELATIONS**

- 7.1 Projects a positive image to the community 1
- 7.2 Encourages two-way communication between the school and the community. 1
- 7.3 Provides avenues for parent involvement. 1

**VIII. PROFESSIONAL GROWTH & DEVELOPMENT**

- 8.1 Seeks workshops/conferences that will provide professional growth opportunities. 1
- 8.2 Encourages staff to seek professional growth strategies that will enhance their abilities. 1

**IX. ACADEMIC EXCELLENCE INDICATORS AND CAMPUS PERFORMANCE OBJECTIVES**

- 9.1 Initiates instructional and/or teaching updates designed to improve student performance as reflected by TAAS test scores. 1
- 9.2 Provides good student attendance by follow-up action on students with poor attendance and recognizes students with good attendance. 1
- 9.3 Encourages students to enroll in courses that are academically challenging. 1
- 9.4 Inservices teachers to have high expectations for their students. 1
- 9.5 Monitors the percentage of students who fail by grade level and subject, and provides leadership in developing remediation activities. 1

What specific recommendations do you have for the administrator to improve his/her performance?

*Continue to delegate responsibilities to other employees - maintain positive relationships with teachers, students, parent, & community members.*

**RECOMMENDATION**

- Recommended for extension of contract *(2014-15)(2015-16)(2016-17) one year extension of the current two year 11 month Term Contract*
- Not recommended for extension of contract

*Jimmy E. Coy*  
SUPERINTENDENT 1-22-15  
DATE

I understand that my signature does not necessarily mean I agree with the evaluation.

*R Hawkins*  
PRINCIPAL 1-22-15  
DATE