



**FERN RIDGE SCHOOL DISTRICT 28J**  
**Evaluation of Superintendent**

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Please add comments and then move to the back if out of room

**Performance Scale** (enter appropriate number in space provided):

**Significantly**  
**Above**  
**5**

**Above**  
**4**

**Met**  
**3**

**Below**  
**2**

**Significantly**  
**Below**  
**1**

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**A. Relationship with the Board**

1. Keeps the board informed on issues, needs and operations of the school system.	
2. Offers professional advice to the board on items requiring board action, with appropriate recommendations based on thorough study and analysis.	
3. Interprets and executes the intent of the board policy.	
4. Seeks and accepts constructive criticism of his/her work.	
5. Supports board policy and actions to the public and staff.	

**COMMENTS:**

**B. Community Relationships**

1. Gains respect and support of the community on the conduct of the school operation.	
2. Solicits and gives attention to problems and opinions of all groups and individuals.	
3. Develops friendly and cooperative relationships with news media.	
4. Participates actively in community life and affairs.	
5. Achieves status as a community leader in public education.	
6. Works effectively with public and private groups.	

**COMMENTS:**

**C. Staff and Personnel Relationships**

1. Develops and executes sound personnel procedures and practices.	
2. Develops good staff morale and loyalty to the organization.	
3. Treats all personnel fairly without favoritism or discrimination, while insisting on performance of duties.	
4. Delegate's authority and responsibility to staff members appropriate to the position each holds.	
5. Recruits and assigns the best available personnel.	
6. Encourages participation of appropriate staff members and groups in planning, procedures and policy interpretation.	
7. Evaluates performance of staff members, giving commendation for good work as well as constructive suggestions for improvement.	

**COMMENTS:**

**D. Educational Leadership**

1. Understands and keeps informed regarding all aspects of the instructional program.	
2. Maintains a sound philosophy of educational needs of all pupils.	
3. Participates with staff, board and community in studying and developing curriculum improvement.	
4. Organized a planned program of curriculum evaluation and improvement.	
5. Provide democratic procedures in curriculum work, utilizing the abilities and talents of teachers, specialists, principals and central staff.	

**COMMENTS:**

**E. Business and Finance**

1. Keeps informed of needs of the school program – plant, facilities, equipment, and supplies.	
2. Supervises operations, insisting on competent and efficient performance.	
3. Determines that funds are spent wisely, with adequate control and accounting.	
4. Evaluates financial needs and makes recommendations for adequate financing.	

**COMMENTS:**

**F. Values and Ethics of Leadership**

1. Defends principle and conviction in the face of pressure and partisan influence.	
2. Maintains high standards of ethics, honesty and integrity in all personal and professional matters.	
3. Earns respect and standing among his/her professional colleagues.	
4. Devotes his/her time and energy to the job.	
5. Exercises good judgment in arriving at decisions.	

**COMMENTS:**

**Superintendent Signature:** \_\_\_\_\_  
**Date**

**Board Chair Signature:** \_\_\_\_\_  
**Date**