

Floodwood School District ISD 698

SUPERINTENDENT EVALUATION

2024-2025

Purpose of the Evaluation

A quality superintendent evaluation process provides benefits for the school board and its superintendent as well as benefits for the school community and community at large by:

- Allowing school board members to follow school district progress and learn about a superintendent's on-going professional development;
- providing input, feedback and support for a superintendent to help their improve throughout the school year;
- creating and establishing a climate of trust and collaboration;
- providing the school community and community at large with assurance that their priorities are being addressed; and
- providing oversight and assurance that a school board's vision, priorities, and policies are being implemented as intended.

Goal Based Evaluation

Goal-based evaluation is a framework that is useful in helping to establish district-level goals for superintendents and then evaluate the progress made toward these goals. School board members and superintendents should keep the following "dos" and "don'ts" in mind.

DO	DON'T
Collaborate on the evaluation process, timeline, and expectations.	Expect the school board or superintendent to manage the work of the evaluation alone.
Compile one final evaluation summary of the superintendent so that the school board speaks with one voice.	Provide separate individual evaluation summaries from each school board member.
Develop an effective process for the entire school board and superintendent to conduct the evaluation.	Appoint a committee of the school board or a single school board member to conduct the evaluation.
Provide agreed-upon rating along with written commentary, feedback, and recommendations to the superintendent.	Provide only the agreed upon ratings without written commentary, feedback, and recommendations to the superintendent.
Allow time for the school board to discuss the results and the superintendent to give input and respond to the evaluation.	Conduct evaluation as a one-way communication from the school board to the superintendent.

Timeline/Process

Goal Setting- July 1st of each school year

- Superintendent will develop three goals relating to the District's Strategic Plan and/or District/School Board Directives.
- Superintendent will meet with the Personnel Committee to finalize goals.
- Superintendent goals will be approved by the full board through consent agenda.

Mid Year Formative Review- January

- Superintendent will complete a Mid-Year Summary of progress on each goal.
- The Superintendent will present Mid- Year Summary to the school board.
- The School Board will provide comments regarding progress on each goal.

End of Year Summative Evaluation- May

- The Superintendent will provide the School Board with the end of year Summative Evaluation form for their input and feedback in April. Each response will be added to the Evaluation document.
- School Board members provide comments and rating for each goal and return it to the District Administrative Assistant to create The Overall End of the year Summative Evaluation form be reviewed and discussed at regular meeting or working session, open or closed meeting format per Superintendent request.

Superintendent Annual Goal # 1

Goal Statement: _____

Board Goal - _____

Action Steps What am I going to do to achieve this goal?	Timeline	Measurable Progress Indicator	Evidence Collected

Evaluation Period _____ July 2024 _____ to _____ June 2025 _____

Superintendent’s Signature: _____ Date: _____

School Board Chairperson Signature: _____ Date: _____

Superintendent Annual Goal # 2

Goal Statement: _____

Board Goal: _____

Action Steps What am I going to do to achieve this goal?	Timeline	Measurable Progress Indicator	Evidence Collected

Evaluation Period _____ July 2024 _____ to _____ June 2025 _____

Superintendent’s Signature: _____ Date: _____

School Board Chairperson Signature: _____ Date: _____

Superintendent Annual Goal # 3

Goal Statement: _____

Board Goal: _____

Action Steps What am I going to do to achieve this goal?	Timeline	Measurable Progress Indicator	Evidence Collected

Evaluation Period _____ July 2024 _____ to _____ June 2025 _____

Superintendent’s Signature: _____ Date: _____

School Board Chairperson Signature: _____ Date: _____

Superintendent Professional Development Goal

Goal Statement: _____

Action Steps What am I going to do to achieve this goal?	Timeline	Measurable Progress Indicator	Evidence Collected

Mid-Year Formative Evaluation

Goal 1:
Evidence of Progress Toward Attainment:
School Board Member Comments:
Goal 2:.
Evidence of Progress Toward Attainment:
School Board Member Comments:
Goal 3:
Evidence of Progress Toward Attainment:
School Board Member Comments:

Evaluation Period July 2024 to June 2025

Superintendent’s Signature: _____ Date: _____

School Board Chairperson Signature: _____ Date: _____

End of Year Summative Evaluation

Goal 1:			
Evidence of Progress Toward Attainment:			
School Board Member Rating (Circle the appropriate response)			
4 Distinguished	3 Accomplished	2 Satisfactory	1 Unsatisfactory
Comments:			

Goal 2:			
Evidence of Progress Toward Attainment:			
School Board Member Rating (Circle the appropriate response)			
4 Distinguished	3 Accomplished	2 Satisfactory	1 Unsatisfactory
Comments:			

Goal 3:			
Evidence of Progress Toward Attainment:			
School Board Member Rating (Circle the appropriate response)			
4 Distinguished	3 Accomplished	2 Satisfactory	1 Unsatisfactory
Comments:			

Additional Feedback:

<p>A. In regard to the listed goals, which best illustrates the Superintendent's greatest strength and why?</p>
<p>B. In regard to the listed goals, which presented the Superintendent with the greatest challenge and why?</p>

C. What support might the School Board offer to enhance the Superintendent's strengths and assist them in overcoming existing challenges?

ADDITIONAL COMMENTS:

Overall End of Year Summative Evaluation

Place <i>one</i> check in each row for each goal and <i>one</i> check for overall rating.				
	4	3	2	1
	Distinguished	Accomplished	Satisfactory	Unsatisfactory
Annual Goal #1				
Annual Goal #2				
Annual Goal #3				
Overall Rating	4 Distinguished	3 Accomplished	2 Satisfactory	1 Unsatisfactory
A. In regard to the listed goals, which best illustrates the Superintendent's greatest strength and why? 				
B. In regard to the listed goals, which presented the Superintendent with the greatest challenge and why? 				

C. What support might the School Board offer to enhance the Superintendent's strengths and assist them in overcoming existing challenges?

Evaluation Period July 2024 to June 2025

Superintendent's Signature: _____ Date: _____

School Board Chairperson Signature: _____ Date: _____