

PROPOSED EVALUATION TIMELINE

Date	Task	Responsible Party
November/December	Collaborate with Dr. Kelley to finalize goals for presentation to the Board	Jim/Holly
December-January	Refine format for review based on rubric and new goals	Jim/Holly
February 28 Bd Mtg	Present final review format to Board and receive feedback	Jim/Holly/Board
March 14 Bd Mtg	Board Approves Format	Board
March 17-27 (tentative)	Dr. Kelley completes self-evaluation	Dr. Kelley
April 3-10	Board completes evaluation	Board
April 10-18	Compilation of Results	Jim/Holly
April 18-25	Board prepares verbal and written evaluation to present to Dr. Kelley – including individual feedback	Jim/Holly/Board
April 26 Board Meeting *depending on date when the new members participate	Board presents evaluation	Board/Dr. Kelley