

1 **Browning Public Schools**

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3 Policy:

4 Policy Name: *Evaluation of Superintendent*

5 Regulation: #2125R-----

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7 **PURPOSE**

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9 This evaluation is being conducted to provide the superintendent with the School Board’s  
10 assessment of his/her strengths and weaknesses relative to performance as the superintendent of this  
11 school district. It is the intent that this instrument will serve to provide the superintendent with  
12 reinforcement of effective performance and as a guide for change and improvement. Further, it is  
13 the intent that this instrument will serve as a catalyst to strengthen the Board/Superintendent  
14 working relationship and the achievement of their mutual goal: *to make the school district the most*  
15 *effective it can be in improving K-12 academic achievement.*

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17 **PROCESS**

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19 Each board member shall complete this evaluation form individually, and each form shall be signed  
20 and dated. A designee of the board chair shall prepare a composite evaluation form complete with  
21 comments. A copy of that composite shall be provided to the superintendent at the earliest possible  
22 time after completion, and copies shall be provided to each board member at the beginning of the  
23 executive session designated for discussion of the evaluation.

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25 At the conclusion of the executive session one composite evaluation form, after being signed by the  
26 superintendent and the board chair shall be placed in the personnel file of the superintendent.  
27 Existing composites shall be attached to the final composition by the superintendent. Signed  
28 individual evaluation forms, used as source documents for the composite, shall be given to the  
29 superintendent for his/her personal use.

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32 **Cross Reference:**

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35 **Legal Reference:** 20-4-401 MCA Appointment and Dismissal of District Superintendent  
36 20-4-402 MCA Duties of District Superintendent  
37 10.55.701 ARM Board of Trustees

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41 **Regulation History:**

42 Adopted on: 1/12/99  
43 Revised on: