

New Fairfield Public Schools Superintendent Evaluation Form (2018-2019)

Patricia Cosentino

Please see “New Fairfield Public Schools Superintendent Evaluation Form Instructions (2018-2019)” before filling out this form.

Rating Scale

Ineffective	Partially Effective	Effective	Highly Effective
Performance does not meet the criteria and requires significant improvement	Performance is inconsistent and partially meets the criteria	Performance consistently meets the criteria	Performance has continually exceeded the criteria
<i>The superintendent's performance has not met expectations, having no positive impact on students, personnel, the board, and/or the community.</i>	<i>The superintendent's performance has partially met expectations, having some positive impact on students, personnel, the board, and/or the community.</i>	<i>The superintendent's performance has met expectations, having a positive impact on students, personnel, the board, and/or the community.</i>	<i>The superintendent's performance has had an exceedingly positive impact on students, personnel, the board, and/or the community.</i>

A	Professionalism	Ineffective	Partially Effective	Effective	Highly Effective
A1	Demonstrates integrity and professional, ethical, and moral behavior				
A2	Fosters a climate of teamwork, collaboration, mutual trust, and respect				
A3	Communicates well, listening, speaking, and writing effectively				
A4	Responds to concerns and complaints appropriately and in a timely manner				
A5	Inspires others, through strong leadership, to achieve high levels of performance				
A6	Seeks and accepts constructive criticism and is willing to admit mistakes				
A7	Assumes responsibility for personal actions and actions of subordinates				
A8	Respects and maintains confidentiality of student and personnel information				
A9	Maintains professional demeanor, appearance, and physical and emotional wellness				
A10	Strives for personal and professional growth				
	Overall rating:				

Comments:

B	Educational Leadership	Ineffective	Partially Effective	Effective	Highly Effective
B1	Applies current research of educational issues to recommend the best curriculum, programs, and instructional practices				
B2	Monitors and assesses the effectiveness of curriculum and instruction and their alignment with state standards				
B3	Identifies and implements appropriate curriculum changes based on measurement and data				
B4	Provides oversight of teaching staff, setting high expectations for their performance				
B5	Ensures proper and effective use of technology by teachers and students to enhance student learning				
B6	Provides services meeting the needs of special education students and their families, following applicable laws and policies				
B7	Maintains programs for health and safety of students				
	Overall rating:				

Comments:

C	Organizational Management	Ineffective	Partially Effective	Effective	Highly Effective
C1	Works toward achieving district vision, mission and goals, keeping the board, staff, and community apprised of progress				
C2	Works collaboratively to develop strategic plan and long and short term goals consistent with that plan				
C3	Recruits and retains the most qualified teachers, administrators and other personnel				
C4	Plans and implements a personnel evaluation system that identifies the strengths and weaknesses of employees				
C5	Works effectively with district bargaining units and seeks to improve bargaining outcomes that best serve students and the district				
C6	Oversees implementation of budgeted capital improvements according to capital improvement plan				
C7	Employs various processes for gathering, analyzing, and using data for decision making				
C8	Ensures information technology systems are maintained and data is protected				
C9	Ensures schools are safe, secure, and well maintained				
C10	Maintains up-to-date job descriptions for all personnel				
C11	Visits schools and classrooms regularly to monitor and experience the learning environment				
C12	Identifies and plans for staff succession				
	Overall rating:				

Comments:

D	Business and Fiscal Management	Ineffective	Partially Effective	Effective	Highly Effective
D1	Meets and works collaboratively with the board and appropriate personnel to determine priorities for budgeting				
D2	Prepares a budget that reflects district vision, mission and goals				
D3	Prepares a budget taking into account the district's current and projected future fiscal position				
D4	Manages the budget process through its various phases of development, from requirements gathering through town approval				
D5	Maintains a relationship of mutual trust and respect with the town Board of Finance				
D6	Communicates the value of the proposed budget and how it will benefit the schools and town				
D7	Seeks and obtains all applicable grants and ensures all accounting and administering follows established rules				
D8	Aligns and adjusts resources within the parameters of the budget to meet district priorities				
D9	Reports regularly to the school board on the financial condition of the district				
D10	Ensures proper accounting within budget				
	Overall rating:				

Comments:

E	Policy and Governance	Ineffective	Partially Effective	Effective	Highly Effective
E1	Implements, monitors, and enforces board policy				
E2	Respects the policy-making authority and responsibility of the board				
E3	Recommends policies and procedures that help implement district vision, mission, and goals				
E4	Recommends new or revised policies based on changes to law, statutes, and regulations				
E5	Works with the board to keep existing policy up to date through regular review				
E6	Informs all constituents of changes to policy				
E7	Complies with federal, state, and local statutes and regulations				
E8	Works with the board to create meeting agendas				
E9	Publishes meeting notices and cancellations, agendas, and supporting materials with sufficient notice				
	Overall rating:				

Comments:

F	Relationship with the Board	Ineffective	Partially Effective	Effective	Highly Effective
F1	Prepares for, attends, and participates in all regular and special board meetings				
F2	Offers advice to the board regarding emerging educational and district issues, making appropriate recommendations to address them				
F3	Informs the board regularly with complete, accurate, and timely information				
F4	Informs the board about new federal, state, and local laws, rules, and regulations				
F5	Informs board members promptly of incidents involving students, personnel, or other board members, and gives them timely status updates of ongoing cases				
F6	Maintains a collaborative, team relationship with the board				
F7	Understands roles and responsibilities vs. those of the board, and works with the board to define them				
F8	Gives the board information they request, and is forthcoming with that information, positive or negative				
F9	Shares information equally with all board members, and provides information requested by one board member to all board members				
F10	Orients new board members and supports their professional development by seeking out and communicating development opportunities				
	Overall rating:				

Comments:

G	Personnel Relationships	Ineffective	Partially Effective	Effective	Highly Effective
G1	Maintains a collaborative working relationship with administrators, teachers, and staff				
G2	Involves appropriate personnel in planning and decision making				
G3	Seeks employee input for creating and updating district vision, mission, goals, and core values				
G4	Delegates authority and responsibility to personnel, as appropriate				
G5	Establishes a culture that encourages employees to take risks, while requiring accountability for results				
G6	Motivates and inspires growth and development of personnel, providing the resources to do so				
G7	Keeps employees informed of changes that may affect them or the district				
G8	Works to resolve employee grievances fairly and quickly				
	Overall rating:				

Comments:

H	Relationship with the Community	Ineffective	Partially Effective	Effective	Highly Effective
H1	Works to build support for our schools by demonstrating their value to the community				
H2	Seeks community input for planning and problem solving for our schools				
H3	Responds to community raised issues appropriately and in a timely manner				
H4	Is accessible and approachable by community members				
H5	Informs the community of school activities, events, achievements, and issues				
H6	Communicates effectively through all forms of media				
H7	Attends community and school-sponsored events				
H8	Promotes multicultural awareness, gender sensitivity and the appreciation of diversity in the community.				
	Overall rating:				

Comments:

These are the district's highest priority goals for 2018-2019.

I	Annual District Goals	Ineffective	Partially Effective	Effective	Highly Effective
I1	#1. The district will improve student achievement for all students evidenced through multiple measures (Student Achievement).				
I2	#6. The district will create a positive school, district, and town culture based on authentic school-home partnerships, ongoing communication, and family and community engagement opportunities.				
I3	#8. The district will provide and maintain a safe environment and will work in conjunction with the town to review the needs and planning for school facilities.				
I4	#9. The district will coordinate structures, systems, procedures, and roles to be more efficient and effective across buildings and offices.				
I5	#13. The Superintendent will work with the Board of Education to grow professionally into a healthy organization.				
	Overall rating:				

Comments:

Evaluation Summary

	Standard	Ineffective	Partially Effective	Effective	Highly Effective
A	Professionalism				
B	Educational Leadership				
C	Organizational Management				
D	Business and Fiscal Management				
E	Policy and Governance				
F	Relationship with the Board				
G	Personnel Relationships				
H	Relationship with the Community				
I	Annual District Goals				

Comments:

Chairman, Board of Education

Superintendent

Date

Date