

----- Forwarded Message -----

Subject:Re: Superintendent Evaluation Question

Date:Thu, 13 Nov 2025 11:10:02 -0800

From:Aaron Miller <aaron.miller@2cj.k12.or.us>

To:Stephanie Griffith <stephanie.griffith@2cj.k12.or.us>

CC:Tara Garratt <tara.garratt@2cj.k12.or.us>

That would be a Board decision to move on this, not mine. Thanks! AM

On Wed, Nov 12, 2025 at 4:18 PM Stephanie Griffith <stephanie.griffith@2cj.k12.or.us> wrote:

Follow up regarding cost of survey/evaluation process. **So anywhere from 5 to 11 hours @\$200.**

On 11/12/2025 3:20 PM, Kristen Miles wrote:

Hi Stephanie –

Our team facilitates the Targeted Feedback Survey (TFS), which is a type of 360, but different in some key ways. The TFS is based on the standards in our superintendent evaluation workbook. Questions are designed for both staff and community/families, and are different based on the type of knowledge each group would have about the superintendent's work.

The board and superintendent together choose three standards from the workbook that will be surveyed, and the audience that will be selected. The participant list is generally small (no more than 40-50 per group) because the participants that are selected should be familiar with the superintendent's work. For the staff group, we generally see the board choose the superintendent's direct reports, principals, and teachers and other staff members that have been on advisory committees or have otherwise worked with the superintendent in some capacity. For the community side, we generally see boards choose families that have been on advisory committees, PTO members, community and business leaders, etc.

We administer the survey, collect the data, and present it to the board in executive session. It becomes one source of data in the overall evaluation. When a board contract with us to do the TFS, we also require them to contract with us to facilitate the full superintendent evaluation.

We charge by the hour for this service because we don't know how long it will take. Our hourly rate is \$200/hour. I will say that the TFS takes usually 3-5 hours, and the sup evaluation is a bit more variable, depending on the conversation and how many sessions the board wants us there for. Generally somewhere between 2-6 hours.

We are always willing to pop in virtually to a board meeting for a few minutes to explain this to the board and answer any questions. Let me know if you have any questions. Thanks!

Please let me know if you have any other questions. Happy to help.

Kristen Miles, Ed.D. (she/her/hers), Director of Board Development, OSBA

kmiles@osba.org, 971.446.1235

Our board wants to possibly include surveys for a 360 review of our superintendent this go around; specifically they wanted to include surveys/input from staff.

The Evaluation Guidelines Handbook for the Superintendent on the OSBA website (page 33) states it is recommended an independent consultant determine the questions for the feedback and that OSBA would help develop the questions. etc.

Is this a service you can provide? I need to give them information at the Monday 11/17 board meeting. Thanks for your help!

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