

NOTES: School districts are not required to provide administrators the same evaluation procedures that are mandated for employees on a Category 1, 2, 3 or Renewable Contract. Therefore, this policy was REINSERTED and updated to reflect the requirement that administrative personnel be evaluated at least once annually using evaluation procedures and date(s) approved by the board.

RECOMMENDATIONS:

Administrative evaluations will be held to assist supervisors in developing and strengthening their abilities through an assessment of their strengths and weaknesses. *The board of trustees for Soda Springs School District No. 150 will conduct an annual, written formal evaluation of the work of the district superintendent. The evaluation will indicate the strengths and weaknesses of the superintendent's job performance in the year immediately preceding the evaluation and areas where improvement in the superintendent's job performance is called for. Dates have been dropped, can still include.*

An annual, written evaluation of each assistant superintendent and principal will be conducted by the superintendent or his or her designee using evaluation procedures developed by the superintendent and approved by the board. In considering the evaluation procedures to be utilized for administrative personnel, the superintendent will include, at a minimum, the evaluation criteria, date(s) of completion, and the method of evaluation. Dates have been dropped, can still include.

Evaluations will be made in writing and given to each administrator. Copies of the evaluations may be made available, upon request, for board members prior to the meeting in which the administrators will be reviewed by the board.

Evaluations will not be disclosed to the public without the administrators' written consent.



LEGAL REFERENCE:

Idaho Code Sections
33-513
9-340, *et seq.*

ADOPTED:

AMENDED: October 16, 2013