

25-26 School Board Evaluation Instrument - Mid-Year Feedback Form

MSBA Handbook: <https://mnmsba.org/wp-content/uploads/2022/10/SuptEvalResourceGuide10-2022.pdf>

Board Member: _____

Date: _____

Performance Rating Scale

- **4 - Highly Effective** – The superintendent's performance goes above and beyond proficiency to achieve an exceptionally high level. This rating is relatively rare.
- **3 - Effective** – The superintendent's performance is fully satisfactory, meeting all expectations at a high level. The superintendent not only meets goals and carries out plans effectively, but also shows flexibility and creativity in adjusting to changed circumstances or unexpected roadblocks and can articulate progress to date and future plans.
- **2 - Developing** – The superintendent's performance demonstrates many of the characteristics associated with effective performance, although a few exceptions and inconsistencies may exist.
- **1 - Ineffective** – The superintendent's behavior does not demonstrate the characteristics associated with effective performance. The superintendent may behave contrary to expectations or may fail to show positive behaviors desired. This rating is relatively rare.

Goals Evaluation

STANDARD 3: Communication and Community Relationships

3.a Relationships with the Community	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
3.b Engagement	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
3.c Informs the Community as a Whole	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
3.d Advocacy	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
3.e Visibility and Approachability	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1

GOAL: Advancement of the strategic initiative and goals outlined in the key priorities.
Alignment of school planning and directional focus.

Evidence towards Completion or Advance of Goal: ☐ 4 ☐ 3 ☐ 2 ☐ 1

Overall Standard 3 Rating: ☐ 4 ☐ 3 ☐ 2 ☐ 1

Comments (A rating of a 4 or 1 require a comment):

STANDARD 2: School District Finances

2.a Budget Development and Maintenance	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
2.b Financial Statements	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
2.c Financial Controls	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
2.d Bond and Levy Campaigns	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
2.e Asset Protection	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1

GOAL: Development of long-range fiscal projections and the maintenance of a healthy fund balance. A healthy fund balance is defined as 20% or more of the operational budget.

Evidence towards Completion or Advance of Goal: ☐ 4 ☐ 3 ☐ 2 ☐ 1

Overall Standard 2 Rating: ☐ 4 ☐ 3 ☐ 2 ☐ 1

Comments (A rating of a 4 or 1 require a comment):

STANDARD 5: Human resources

Focus Standard: Delegation of Duties

5.a Internal Communications	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
5.b Personnel Concerns	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
5.c Delegation of Duties	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
5.d Visibility and Approachability	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
5.e Hiring and Staff Development	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
5.f. Collective Bargaining	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1
5.g Evaluation	<input type="checkbox"/> 4	<input type="checkbox"/> 3	<input type="checkbox"/> 2	<input type="checkbox"/> 1

Evidence towards Completion or Advance of Goal: ☐ 4 ☐ 3 ☐ 2 ☐ 1

Overall Standard 5 Rating: ☐ 4 ☐ 3 ☐ 2 ☐ 1

Comments (A rating of a 4 or 1 require a comment):

Combined Rating – an average of the above ratings

Additional Comments on other Strands – reference MSBA handbook for details (optional)

• Standard 1: Governance Team ☐ 4 ☐ 3 ☐ 2 ☐ 1

• Standard 4: School District Operations ☐ 4 ☐ 3 ☐ 2 ☐ 1

• Standard 6: Teaching and Learning ☐ 4 ☐ 3 ☐ 2 ☐ 1

• Standard 7: Student Support ☐ 4 ☐ 3 ☐ 2 ☐ 1

• Standard 8: Ethical and Inclusive Leadership ☐ 4 ☐ 3 ☐ 2 ☐ 1

Overall Comments:

Overall Goals and Standards (Combined): ☐ 4 ☐ 3 ☐ 2 ☐ 1

Satisfactory: Yes/No (average rating of 2.5 or higher)

Recommended for Contract Offer: Yes/No

Comment:
