

EVALUATION OF THE SUPERINTENDENT

An effective working relationship between the school board and the superintendent is essential to the successful operation of a school district. The development and maintenance of such a relationship may be greatly assisted by a periodic review of the superintendent's diverse responsibilities accompanied by a frank discussion of his performance. Once having employed a superintendent, the board shares in the responsibility for his/her success, with an obligation to offer guidance and support in carrying out his/her duties. The evaluation process between the superintendent and the board shall be used to accomplish the following:

- ❖ Provide an opportunity for the board and superintendent to periodically meet and discuss the performance of the superintendent and the management of the district.
- ❖ Review, clarify, and discuss the major immediate and long-term goals for the district and for the superintendent.
- ❖ Establish, clarify, and discuss the major functions, responsibilities, and roles of the superintendent and of the Board of Education.
- ❖ Nurture good working relationship between the board and the superintendent.
- ❖ Encourage and recognize good administrative performance of the superintendent.
- ❖ Improve the superintendent's leadership performance and management of the District by suggesting areas of responsibility and operating techniques that may be strengthened.
- ❖ Establish reasonable standards for continued employment of the superintendent.

The Board, on the basis of evaluation, may renew and/or extend the superintendent's contract for periods not to exceed three years each.

In the event that a majority of the board considers the superintendent's performance to be deficient in one or more areas, the superintendent shall be so notified in writing on or before March 1st. The notice shall include specific suggestions for improvement.

If the Board notes deficiencies that are of such a serious nature as to potentially effect the continuation of the Superintendent's contract a 90-day probationary period shall be established before December 1st so a decision can be made before March 1st. During the probationary period, a quorum of the Board shall meet with the Superintendent at least twice monthly for the purpose of correcting the deficiencies. If, in the opinion of a majority of the board members, there has not been adequate improvement and the deficiencies justify replacement of the superintendent, he/she shall be notified in writing by April 1st, that his/her contract will not be renewed. If the Board fails to act on the contract's extension or expiration at least 90 days before the contract's expiration date, the contract will be automatically extended for an additional year.

Legal References: RCW 28A.405.100

Minimum criteria for the evaluation of
certificated employees, including
administrators--Procedure-- Scope--Penalty

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