

BOARD OF DIRECTORS

Evaluation of the Superintendent

As per Washington State Law, the Board of Directors has the responsibility to evaluate the superintendent on an annual basis. The evaluation process provides for accountability to the Board of Directors and Assures patrons that the Board of Directors is accountable to the larger community. The process provides a clear direction to the superintendent and allows a venue to recognize excellence and work on deficiencies. The process helps to foster communication between the board and the superintendent.

The evaluation criteria are based on contractual agreements between the board and superintendent, the superintendent's job description, and evaluation instrument based on the job description and goals mutually agreed to between the superintendent and board. It is the responsibility of each board member to remain familiar with the contractual agreement and the job description.

Procedures

A. As per Policy 1630, "The Board will conduct three performance conferences/evaluations with the superintendent each year. Two informal conferences will be completed, one (1) prior to October 31st, and another prior to January 31st, and a formal evaluation to be completed prior to June 30th. The board, on the basis of the evaluation, may renew and/or extend the superintendent's contract for periods not to exceed three years."

B. The superintendent will report his/her current progress toward the annual superintendent's goals to each board member prior to the year-end evaluation meeting.

C. Members of the Board of Directors will independently evaluate the superintendent using the approved evaluation instrument (1630F). Each board member will respond to the goals report submitted by the superintendent.

D. The president of the board or his/her designee will be asked to compile the individual responses into a final composite report to be used as the official evaluation instrument. This document will form the basis for discussion between the board and superintendent at the end of the year evaluation meeting. A portion of the meeting will be used to discuss the prior year's goals, progress toward the goals and to establish goals for the following year.

Date: 10/24/16