

BUILDING PRINCIPAL (S) EVALUATION

The Superintendent shall conduct an ongoing process of evaluating the principal(s) on his/her skills, abilities, and competence. Annually, the Superintendent or his/her designee will formally evaluate the principal(s).

The purpose of appraising the performance and effectiveness of administrators is to promote involvement in the administrative function, to recognize exceptional professional performance, and ultimately to bring continued improvement in the teaching-learning process in the Wakefield schools.

Each administrator's performance and effectiveness will be assessed within the scope of that person's area of responsibility, system wide goals and objectives, and individual performance objectives.

Major areas of responsibility in which individuals may be appraised are established in their job descriptions. Such areas include curriculum and instruction, staff relations, pupil relations, fiscal management, building management, program management, school-community relations, supportive services, professional growth plans and other system wide responsibilities.

System wide goals and objectives are developed annually by the administrative team for the improvement of the school system. Individual performance objectives will be agreed to by the appraiser and appraisee, and may relate to system wide goals and objectives, area of responsibility and/or personal growth.

The formal evaluation shall include written criteria related to the job duties. The principal may make comments responding to the formal evaluation.

The formal evaluation shall also include an opportunity for the principal and the superintendent to discuss the written criteria, the past year's performance and the future areas of growth. The evaluation shall be completed by the Superintendent, signed by the building principal and filed in the principal's personnel file.

This policy supports and does not preclude the ongoing informal evaluation of the principal's skills, abilities and competence.

As a result of the above process, the Superintendent will make recommendations concerning the continued employment of each administrator.

New principals will be evaluated at least twice in writing for each of the first three years of their employment.

Statutory & Regulatory References:

RSA 189:14 (a) & (b)

Littkey v. Winchester School District, 219 NH 626 (1987)

NH Code of Administrative Rules Part 302 Superintendents

NH Code of Administrative Rules Part 304 School Principals

Appendix CFB-R

Mrs. Connie Twombly, Chairperson

Mrs. Peggy Richards

Mr. Joseph Fleck

Ms. Sarah Hayes

Mrs. Desiree Tumas

Adopted by the Board: 6 December, 2000

Reaffirmed by the Board: 6 May, 2002