

MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 33

## **Procedures for Evaluation of the Superintendent**

Annually, in the month of December, the School Board will evaluate the performance of the Superintendent. The purpose of this evaluation is to allow the Board and the Superintendent an opportunity for growth in their respective roles and in their working relationship. It is also the mechanism for the development of the Superintendent's and Board of Directors' goals for the coming school year.

### **Process:**

In November, each School Board member will be given an evaluation form to complete. Completed evaluations will be returned to the Chairman who, with the Vice-Chair will tabulate the responses. The Chair and the Vice-Chair will meet with the Superintendent to share the tabulated results. The Board of Directors, as a whole, will meet in December with the Superintendent to discuss the evaluation. This meeting will be held in Executive Session.

Based on the evaluation and discussion, the Superintendent and the Board of Directors will prepare and present goals for the subsequent year. These goals will become the basis for the subsequent evaluation.

Cross Reference:      CBI – Evaluation of the Superintendent  
                                 CBI-E – Superintendent of Schools Evaluation

History:                      Adopted                      November 5, 2012                      Meeting #921