

## **ADMINISTRATIVE OPERATIONS**

### **4240 EVALUATION OF THE SUPERINTENDENT AND OTHER ADMINISTRATIVE STAFF**

#### **Superintendent**

The Board of Education shall conduct annually a formal performance evaluation of the Superintendent according to contract.

Goals and objectives will be developed on an annual basis prior to September 1 of the upcoming school year. The Superintendent will submit to the Board a recommended timetable for meeting the goals of the District. At least once a semester, the Board and the Superintendent will meet in executive session to review the progress being made toward achieving the District's goals. Following this review, the Board will assess the performance of the Superintendent.

#### **Evaluation of Administrative Staff**

The Board shall direct the Superintendent to conduct an evaluation of all administrative personnel.

The purposes of this evaluation are:

- a) To determine the adequacy of administrative staffing;
- b) To improve administrative effectiveness;
- c) To encourage and promote self-evaluation by administrative personnel;
- d) To provide a basis for evaluative judgments by the Superintendent and the Board;
- e) To make decisions about continued employment with the District.

#### **Policy References:**

8 New York Code of Rules and Regulations (NYCRR) Section 100.2(o)(2)(v)

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