

constituencies.

9. Respect and encourage diversity among people and programs.

10. Exhibit creative problem solving and promote and model risk taking.

COMMENTS:

2. POLICY AND GOVERNANCE

4 3 2 1 NA Comments (Optional)

Total

Total Average

1. Prepare the agenda and materials for Board meetings and distribute them to members in advance.

2. Develop and supervise a process that provides for positive school climate with the appropriate procedures and rules for disciplining students.

3. Recommend policies to the board that are consistent with state and federal laws and supervise their implementation.

4. Facilitate the review of issues and alternative proposals with Board Committees prior to full Board action.

5. Provide for activities and procedures that promote positive superintendent – Board interpersonal and working relationships.

6. Adopt procedures to avoid civil and criminal liabilities for the district.

COMMENTS:

3. COMMUNICATION AND COMMUNITY RELATIONS

4 3 2 1 NA Comments (Optional)

Total

Total Average

1. Develop channels of communication with school personnel, students and the community.

2. Provide information to the Board at the request of a committee or the full board.

3. Articulate the district's goals, decisions, and priorities to the community and media.

4. Write and speak clearly.

5. Demonstrate good listening skills.

6. Involve himself/herself in community organizations and serve in leadership positions.

7. Appreciate the political forces in the community and demonstrate

the ability to build community support for district priorities.

8. Utilize formal and informal techniques to determine the community perceptions of the district and its programs.

9. Demonstrate conflict resolution skills, consensus building skills and the ability to bring about cooperative solutions.

10. Identify, track address educational and community issues.

COMMENTS:

4. ORGANIZATIONAL MANAGEMENT	4	3	2	1	NA	Comments (Optional)	Total	Total Average
1. Oversee the development of and recommend the budget for review and approval by the Board.								
2. Present long range financial needs to the Board and assist the Board in interpreting the budget to the community and school personnel.								
3. Supervise the overall fiscal operations of the district.								
4. Make recommendations to the Board regarding facilities and building sites.								
5. Develop, implement and monitor change processes and organizational transitions.								
6. Utilize data and information in the decision making process.								
7. Develop procedures, rules and guidelines for the smooth and orderly operation of the school district.								
8. Oversee the management of auxiliary programs such as maintenance, transportation and food services.								
9. Use technology to enhance administration of business, support and educational systems.								
10. Advise the Board on legal issues regulations and codes that could impact the district and implement changes in the operations to maintain district compliance.								
11. Delegate authority and responsibility appropriately to members of the administrative team and staff.								
12. Allocate and manage resources effectively to ensure successful student learning.								

COMMENTS:

5. CURRICULUM PLANNING AND DEVELOPMENT	4	3	2	1	NA	Comments (Optional)	Total	Total Average
1. Implement and supervise a process that periodically and effectively evaluates district programs.								
2. Utilize the expertise of the professional staff to develop curriculum and programs that meet the needs of the students and the wishes of the community.								
3. Explains educational goals to the community and clarifies the instructional strategies to be used in achieving them .								
4. Supervises and supports a process that provides an appropriate curriculum for all children.								
5. Maintain an effective staff development program to improve teacher performance.								
6. Supervises and reviews assessments of the effectiveness of the educational program.								
7. Promotes the use of up-to-date technology in the instructional programs.								
8. Provides oversight to the alignment of the district's curriculum with state standards and assessments.								
9. Facilitate an effective Community Education Program.								

COMMENTS:

6. INSTRUCTIONAL MANAGEMENT :	4	3	2	1	NA	Comment: (Optional)	Total	Total Average
1. Provide programs of professional growth and improvement for all employees.								
2. Visit the schools as often as other duties will permit and observe the practices being utilized in the classroom.								
3. Provides input on courses of study and instructional offerings to the Board and supervise the development of course outlines and selection of instructional materials								
4. Develop and supervise the disciplinary process for students, including the expulsion of students.								
5. Develop, and monitor change processes to improve student learning and the climate for learning.								
6. Formulate a program that effectively evaluates the instructional staff.								
7. Supports the implementation of programs that meet the diverse educational needs of all children.								
8. Supervise the administration of the state student assessment and monitoring system.								

COMMENTS:

COMMENTS:

OVERALL SUMMARY:

STRENGTHS:

AREAS IN NEED OF IMPROVEMENT:

SUGGESTIONS FOR IMPROVEMENT:

This evaluation was prepared by the Board Personnel Committee and reviewed by the full Board of Education and Superintendent at a meeting held on_____.

Superintendent

President

Adopted:

School District of Lodi

Revised: