SUPERINTENDENT EVALUATION AND GOAL SETTING

The Board shall formally evaluate and assess in writing the performance of the Superintendent annually. The evaluation shall encompass the Superintendent’s position as contained in N.H. Code of Administrative Rules, Section Ed. 302.02, Duties of School Superintendents, and the goals and objectives of the school districts and SAU.

Evaluation of the Superintendent shall be conducted in such a manner as to:

- Provide constructive feedback to the Superintendent that will support and promote the Superintendent’s professional growth and development;
- Help the board evaluate its work in planning the educational program in the SAU #34 communities;
- Strengthen the working relationship between the Board and the superintendent by providing a comprehensive vehicle of communication, and;
- Identify strengths and areas for improvement for the Superintendent and make appropriate recommendations.

The following areas are representative of those in which objectives may be evaluated and discussed:

1. Progress on professional goals established by the superintendent and agreed by the board which consists of one to two goals with associated measures of performance.
2. Rating job performance responsibilities established by the board and reviewed by the superintendent.
   a. Student Success
   b. Operations and Management
   c. Culture

Superintendent Evaluation Process

- The SAU Board Chair shall be in charge of facilitating the Superintendent evaluation process.
- School Board Members must have served the prior 12 months on their respective Board to participate in the evaluation of the Superintendent.
- The Superintendent will present an Annual Review of the Strategic Plan to the SAU 34 School Board in May of each year, prior to the evaluation process.
- The Superintendent will complete the rating and self-reflection components of the SAU 34 Superintendent of Schools Evaluation Tool on or before May 15 of each year.
- Participating members of each individual board will meet in non-public sessions collaboratively to complete the SAU 34 Superintendent of School Evaluation Tool, utilizing the Superintendent’s self-evaluation and the Annual Review of the Strategic Plan as supporting documentation.
- As a group, the individual Board Chairs will review the evaluation documents with the Superintendent and in collaboration with the Superintendent they will develop the Superintendent’s goal(s) for the following year.
- A copy of the evaluation tools and supporting documents will be placed in the Superintendent’s personnel file.
- The results will be shared in a non-public session with the full SAU Board at the September meeting.

Legal References:
N.H. Code of Administrative Rules, Section Ed 303.01(k), Substantive Duties of School Boards, Superintendent Evaluation

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