

# Superintendent Evaluation

## Why Superintendent Evaluation?

The purpose of evaluation is to promote performance. Evaluation is a means for the attainment of this goal. In order for the school board to fulfill its accountability responsibilities, it is imperative that it clearly establishes expectations for the school system and the superintendent. These expectations should be in measurable terms so that the superintendent and board can accurately assess the progress being made toward the goals established by the board of education.

Superintendents are required to develop performance contracts for principals and to conduct evaluations in accordance with these performance contracts during open meetings. It is important for each school board to clearly establish its expectations for the superintendents so that these expectations may be reflected in the performance contracts the superintendent makes with each principal.

TSBA's evaluation services provide consultants that will:

- ➔ Conduct individual interviews with members of the board and with the superintendent to identify expectations of the superintendent.
- ➔ Prepare a draft of expectations and present it to individual board members and the superintendent, then meet with the board as a whole in an open meeting to finalize expectations of the superintendent.
- ➔ Work with the superintendent and board to establish annual performance objectives.
- ➔ Propose and develop an evaluation instrument for approval by the board and superintendent.
- ➔ Confer with each member of the board and the superintendent during the middle of the year to informally assess progress, discussing potential challenges with the superintendent's performance in private.
- ➔ Conduct a year-end evaluation by distributing an evaluation instrument to each member of the board for completion; discuss with each board member their individual evaluation, if necessary; compile a list of recommendations and concerns to share with the superintendent; and draft a summative report of the evaluation for presentation at the board meeting.

The evaluation is based upon the performance objectives that were established and agreed upon by the board and superintendent. If the board chooses to continue this evaluation process, the cycle will begin again for the following year.

The consultant will not make evaluative decisions nor participate in the evaluation of the superintendent except to facilitate the process and prepare a written report.

## Evaluation Advantages

- Provides a basis for assessing weaknesses and strengths
- Clarifies expectations
- Provides a basis for commending, rewarding and reinforcing good work
- Provides dialogue and feedback in progress achieved between annual evaluations
- Enables the board and superintendent to hold each other accountable for carrying out its policies and responding to its priorities
- Provides ways by which needs for improvement can be met
- Fosters trust between the board and superintendent

Fee: \$2000/year

If you have an interest in this service, call TSBA at 615-815-3900.



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