

The superintendent will conduct an ongoing evaluation of each administrator's skills, abilities and competence. The superintendent will evaluate the performance of the administrator, providing feedback and direction related to demonstrated skills, abilities, competence, and continuing professional growth. At a minimum, the superintendent will formally evaluate the administrator on an annual basis.

The evaluation will include an assessment of the administrator's competence in meeting the Iowa Standards for School Administrators and goals of the administrator's individual professional development plan and job targets. Iowa Standards for School Administrators specify that administrators are expected to perform as educational leaders who promote the success of all students by engaging in the following conduct:

- (1) facilitating the development, articulation, implementation and stewardship of a vision of learning that is shared and supported by the school community;
- (2) advocating, nurturing and sustaining a school culture and instructional program conducive to student learning and staff professional development;
- (3) ensuring management of the organization, operations and resources for a safe, efficient, and effective learning environment;
- (4) collaborating with families and community members, responding to diverse community interests and needs and mobilizing community resources;
- (5) acting with integrity, fairness and in an ethical manner;
- (6) understanding the profile of the community, and responding to and influencing the larger political, social, economic, legal and cultural context.

The evaluation instrument will be in writing, signed by both the administrator and the superintendent, and filed in the administrator's personnel file. It is the responsibility of the superintendent to ensure that the formal evaluation of the administrator is concluded prior to May 15 annually.

Date of Adoption: 11/25/75

Reviewed and Amended: 12/21/92; 12/95; 8/99; 6/9/03; 03/25/13; 4/27/15