

EVALUATION OF THE SUPERINTENDENT

It shall be the policy of the Royall School District Board of Education to provide the Superintendent of Schools with a written annual evaluation of his/her work performance. The purpose of the evaluation shall be to allow the Board to provide for increased growth in effective leadership. The evaluation shall be conducted in accordance with WI State Statutes 118.01 & 118.24. The evaluation shall center on:

- Management objectives established by the Board and Superintendent.
- Responsibilities outlined in the Board approved Superintendent's job description.

The following procedure shall be used to conduct the annual evaluation of the Superintendent:

- Annually, during the third week of January, the District Administrator Evaluation Form shall be distributed to all Board members.
- By February 10, all evaluation forms shall be completed and returned to the School Board President.
- The Board President shall do an item-by-item average of Board member checklists and submit the confidential results to Board members before the regular February Board meeting.
- The Board shall meet in executive session at its February meeting. The Board President shall present the averaged sheets and a summary of comments to the Board. The Board will review the evaluation and agree on the course of action they wish the Superintendent to pursue. This portion of the evaluation will be done in his absence. After this has been accomplished, the evaluation will be shared with the Superintendent.
- Between the February review and the April Board meeting the Superintendent and the Negotiation Committee shall meet and discuss the Superintendent's compensation. The committee will recommend a package to the Board at its March meeting.

Adopted: 2/26/07

EVALUATION OF STAFF

The Royall School District Board of Education believes that evaluation of staff is one means by which the District continues to improve. The Board directs the Superintendent or his/her designee to evaluate all certified and non-certified employees on a regular basis. All evaluations are considered confidential. The Superintendent or his/her designee shall follow governing guidelines that may be agreed to and published in the master agreements.

Adopted: 2/26/07