

Evaluation of the Superintendent

The Board will formally evaluate the superintendent's job-performance annually. The evaluation will be based on the superintendent's job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or Board.

Additional criteria for the evaluation, if any, will be developed at a public Board meeting prior to conducting the evaluation. The superintendent will be notified of the additional criteria prior to the evaluation.

The vice chair of the Board will supervise the evaluation process, tabulate data, summarize narratives and present the results for discussion at a public Board meeting.

The vice chair will distribute the superintendent evaluation form to Board members and the superintendent by June 1 of each year. The evaluation process will be completed no later than June 30 each year.

Board members will provide feedback based on the evaluation criteria.

A self-evaluation may be prepared by the superintendent for submission to Board members concurrently with preparation of the Board's superintendent evaluation.

The Board's discussion and conferences with and about the superintendent and their performance will be conducted in an executive session, unless the superintendent requests an open session. Such an executive session will not include a general evaluation of any district goal, objective or operation. Results of the evaluation will be written and placed in the superintendent's personnel file.

At the Board's discretion, it may notify the superintendent in writing of specific areas to be remedied and the superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the superintendent's performance remains unsatisfactory, the Board may dismiss or non-renew the superintendent pursuant to Board policy, the superintendent's employment contract and state law and rules. In those situations where the superintendent's employment contract includes an evaluation, dismissal or non-renewal provision, it shall take precedent over this policy.

END OF POLICY

Legal Reference(s):

[ORS 192.660\(2\), \(8\)](#)
[ORS 332.505](#)

[ORS 332.107](#)
[OAR 581-022-2405](#)

Hanson v. Culver Sch. Dist. (FDAB 1975).

Cross Reference(s):

BDC - Board Executive Sessions

CB - Superintendent

CBA - Qualifications and Duties of the Superintendent