

EVALUATION OF THE SUPERINTENDENT

1. The RSU13 Board recognizes that student achievement, district progress and community satisfaction with the schools is in large part affected by the Superintendent's performance. The Board also recognizes that the Superintendent cannot function effectively without timely feedback on performance, and is therefore committed to ensuring that the Superintendent is evaluated annually according to a pre-defined schedule, using mutually agreed-upon Performance Goals and Performance Standards, supported by stakeholder surveys.
2. The objective of this evaluation process is to:
 - establish and maintain a harmonious relationship between the Board and the Superintendent.
 - clarify the expectations of the Superintendent and individual board members.
 - inform the Superintendent of strengths and areas of concern.
 - promote the highest quality and most effective leadership for the RSU13 School District.
 - inform discussion regarding the Superintendent's contract, compensation and benefits, and other matters relevant to the Superintendent's employment.
3. The Superintendent's annual **Performance Goals** and **Annual Action Plan** will be published and agreed upon by the Board, no later than **SEPTEMBER 30th**. The Goals should be specific, measurable, achievable, relevant and time-bound to the extent practical.
4. The **Mid-Year Evaluation Review** discussion will take place in Executive Session on or before **MARCH 31st**. The purpose of this exercise is to adjust and ensure alignment of expectations of both the Superintendent and the Board Members, prescribe and document agreed-upon action as necessary.
5. The **Annual Evaluation Review** will occur prior to **JUNE 30th** and take place in Executive Session unless the Superintendent requests an open session as prescribed in Public Meeting Law.

The Superintendent and Board Members will submit supporting documents at least 7 days ahead of the Executive Session. Documentation will include:

The Superintendent's **Self-Assessment** based on the **Performance Goals** and **Action Plan**

- A summary of the individual Board Members written evaluations of the Superintendent's performance based on **Performance Goals**, the **Performance Standards**
- **Stakeholder surveys** and other documentation if applicable.

Board members, individually, will be expected to provide balanced written and oral feedback, to be specific and cite examples in their commentary. The final documentation should however express the consensus opinion of the Board to the extent practical.

The Superintendent and Board will discuss and clarify the results of the evaluation, modifying the documented evaluation as necessary. The Superintendent may choose to add a written addendum to the official documentation, as an attachment

A copy of the final written evaluation will be placed in the Superintendent's personnel folder.

Cross Reference: BDD - Board-Superintendent Relationship
 CB - School Superintendent
 CB-R - Superintendent Job Description

Approved: 3/6/2024