

Evaluation

DEVELOPMENT AND APPROVAL

The Board and Superintendent shall develop procedures and forms for the evaluation of the Superintendent in compliance with applicable statutes and regulations. This policy and related procedures must be approved by the Kentucky Department of Education.

FREQUENCY OF EVALUATION

The Superintendent shall be evaluated annually in writing by the Board, and the summative evaluation shall be made available to the public on request. The evaluation criteria and evaluation process to be used shall be explained to and discussed with the Superintendent no later than the end of the first month of reporting for employment for each fiscal year.

PROCESS

Any preliminary discussions relating to the evaluation of the Superintendent by the Board or between the Board and the Superintendent prior to the summative evaluation shall be conducted in closed session.

The summative evaluation of the Superintendent shall be discussed and adopted in an open meeting of the Board and reflected in the minutes.

The following further outlines the process and timeline of events related to the evaluation of the superintendent:

Orientation and Planning

In June of each school year, the Board will meet with the superintendent to explain and discuss the evaluation criteria and evaluation process for that school year. This will include the identification of standards that will be evaluated during that school year, criteria that will be utilized, review of professional growth goals, and an established timeline with specific dates for each phase of the evaluation.

Phase 1: Orientation and Planning

Phase 2: Mid-Year Review

Phase 3: Superintendent meets with the Board to supply evidence of identified standards.

Phase 4: Board meets to complete the evaluation.

Phase 5: Board meets with superintendent to review the summative evaluation.

Phase 6: Board discussions and adopts the summative evaluation in a public meeting.

Professional Growth Plan

The Board and Superintendent will collaboratively develop a growth goal(s) for the superintendent within 30 days of the adoption of the Summative Evaluation.

Mid-Year Review

The Board shall meet with the Superintendent by December 31st of each year for a mid-year review of the superintendent's performance and progress on growth goal beginning in December 2019.

Annual Summative Evaluation

The Board shall provide an annual summative evaluation of the superintendent for that school year by June 30th beginning with the 2018-19 school year.

REFERENCES:

[KRS 156.557](#)
[704 KAR 003:370](#)

RELATED POLICY:

03.18

Adopted/Amended: 7/11/2013

Order #: 13-162