



Kenton County School District | *It's about ALL kids.*

**THE KENTON COUNTY BOARD OF  
EDUCATION**

1055 EATON DRIVE, FORT WRIGHT, KENTUCKY  
41017

TELEPHONE: (859) 344-8888 / FAX: (859) 344-1531

WEBSITE: [www.kenton.kyschools.us](http://www.kenton.kyschools.us)

Dr. Henry Webb, Superintendent of Schools

**KCSD ISSUE PAPER**

**DATE:**

**AGENDA ITEM (ACTION ITEM):**

**Consider/Receive 1<sup>st</sup> Reading of revisions to Policy 02.14 "Evaluation"**

**APPLICABLE BOARD POLICY:**

**01.5 School Board Policies**

**HISTORY/BACKGROUND:**

Our current policy says the superintendent evaluation process will take place in December of each year. The requested revision would change the evaluation date to May of each year, with the summative evaluation being discussed and adopted at the June board meeting. The purpose for this request is to include data for an entire school year in the evaluation process, which will coincide with the superintendent's contract years.

**FISCAL/BUDGETARY IMPACT:**

**None**

**RECOMMENDATION:**

**N/A**

**CONTACT PERSON:**

**Dr. Henry Webb**

\_\_\_\_\_  
**Principal**

\_\_\_\_\_  
**District Administrator**

\_\_\_\_\_  
**Superintendent**

*Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.*

*Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.*

**Kenton County Board of Education**

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Joshua Crabtree, Esq. Carla Egan Jessica Jehn  
"The Kenton County Board of Education provides *Equal Education & Employment Opportunities.*"

**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**

~~During December the Board Chairperson will forward to the Board and the Superintendent a copy of the yearly review's goals and expectations. The Board and Superintendent shall then meet in January and review the progress. Adjustments shall be agreed upon at this meeting.~~

~~In May of each year, the Board Chairperson shall forward to each Board Member a copy of the Superintendent Evaluation instrument. Completed forms shall be returned to the Board Chair/designee for compiling.~~

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.

**REFERENCES:**

KRS 156.557  
704 KAR 3:370

**RELATED POLICY:**

03.18

Formatted: Font: Not Small caps