

## EVALUATION OF THE SUPERINTENDENT

### Introduction

The annual evaluation of the Superintendent of Schools' overall performance shall be based on the position's description, annual goals (see attachments), and shall cover the previous calendar year. With input from the Superintendent, the Hull School Committee will establish a position description of the Superintendent that may be reviewed from time to time at the request of either party. When the School Committee makes changes in description of the Superintendent's role, the Superintendent will be provided reasonable notice on amount of time to demonstrate performance.

The purpose of the annual evaluation is to:

1. Provide an annual report to the School Committee regarding the district-wide goals and objectives for the school year that have been achieved, and to discuss the status of those goals and objectives that have not been completed;
2. Identify accomplishments as well as areas in need of improvement;
3. Measure professional competency;
4. Provide a "benchmark" for evaluating the achievements of the Superintendent of Schools in his/her continuing efforts to upgrade the quality of the instructional program and implement the mission statement of the Hull Public Schools; and
5. Improve both short and long range planning for the school system while clarifying goals and performance.

### Process

The Chairman of the School Committee will initiate the evaluation process no later than May 1. A School Committee designee will distribute to each School Committee member and the Superintendent a copy of: (a) the Superintendent's appraisal instrument and Superintendent job description, (b) previous composite evaluation, and, if any, (c) current progress reports from the Superintendent on meeting the district goals and objectives;

1. Each School Committee member will meet individually with the Superintendent in order to discuss the annual evaluation;
2. The School Committee chair or his/her designee shall compile the Committee members' evaluations. The composite evaluation report will be presented to the full School Committee on or before May 15; and
3. A copy of the annual composite evaluation report is to be placed in the Superintendent's personnel file.

The School Committee may take into consideration the Superintendent's overall performance and progress in meeting the annual key objectives in establishing the Superintendent's salary for the following year.

*Adopted: 4/2005*

*First reading 2010 revision: December 20, 2010*

*Second reading: January 10, 2011*

*Adoption: January 24, 2011*

*Proposed reconsideration: January, 2016*

***Hull Public Schools***