

SUPERINTENDENT EVALUATION

The School Board shall evaluate and assess the performance of the Superintendent according to state law.

An evaluation instrument shall be adopted by the Board. The evaluation and assessment shall be reasonably related to the job description of the Superintendent as set forth in board policy and to the goals and objectives of the school district for the year in question.

The President of the Board shall schedule the evaluations. All meetings shall be open to the public as required by law. Board members should come to the meeting prepared to discuss the various areas of evaluation. Every effort should be made to provide notice of recommendations for improvement in all areas of unsatisfactory performance, in the event that contemplated nonrenewal is a possibility.

The Board President shall have the evaluation reduced to writing and, after it has been approved by the Board, the President shall give one copy to the Superintendent, attach one copy to the minutes and put one copy in the Superintendent's personnel file. The Superintendent has the right under law to respond to the evaluation in writing. Such response shall become a permanent attachment to the Superintendent's personnel file. The Board may meet with the Superintendent to discuss the evaluation and response after the Superintendent has had an opportunity to respond.

Legal Ref: NDCC 15.1-14-03 School district superintendent -
Evaluation