

SCHOOL DISTRICT 54
(Bulkley Valley)
ADMINISTRATIVE PROCEDURES

Superintendent Evaluation
Administrative Procedure 1.200-2
(Board Policy 1.200)

REGULATIONS

Procedures

1. Frequency:
 - 1.1. An informal performance, planning and goal setting review for the Superintendent of Schools will be completed with the Board on an annual basis.
 - 1.2. A comprehensive evaluation will be completed in year two (2) and year four (4) of the contract of a Superintendent. Alternatively, the Board maintains the right to exercise a special evaluation of the Superintendent at any time subject to a 2/3 majority vote of the Board.

2. Format:
 - 2.1. The Board shall consider BC School Trustees Association recommendations on the format of the Superintendent's Evaluation.

 - 2.2. The comprehensive evaluation is a performance-based assessment that addresses the Superintendent's role and success in addressing growth areas as indicated in the planning and goal setting review.
 - 2.2.1. Provide clear comments related to progress in reaching goals and competencies as evidenced in the data.
 - 2.2.2. Use concrete examples to support comments
 - 2.2.3. Surveys of staff that are immediately supervised by the Superintendent can be considered. Surveys shall not done on an anonymous basis.
 - 2.2.4. Student achievement data can be considered.
 - 2.2.5. Ensure the report is signed by both the board chair and the superintendent