

## Superintendent Evaluation Timeline

Feb 4<sup>th</sup> – Thursday – Committee of the Whole meeting

Superintendent shares completed evaluation and evidence with Board in a closed session during the Committee of the Whole meeting.

Feb 11<sup>th</sup> – Thursday

Board members complete their individual evaluations of the superintendent using the same form. Evaluations are due to the superintendent evaluation committee chairperson.

Feb 15<sup>th</sup> – Monday

The superintendent evaluation committee complies and summarizes the individual Board evaluations. (closed session)

Feb 17<sup>th</sup> – Wednesday – School Board Business meeting

The full Board moves into closed session, san the superintendent, to discuss the summary prepared by the superintendent evaluation committee.

March 1<sup>st</sup> – Monday

A written summary evaluation is given to the superintendent.

If requested, a discussion may be arranged with the Board President, committee chair, or the full Board.

## Tentative 4<sup>th</sup> quarter/End of Year Evaluation

June 3<sup>rd</sup> – Thursday – Committee of the Whole meeting

Superintendent shares completed evaluation and evidence with Board in a closed session during the Committee of the Whole meeting.

June 10<sup>th</sup> – Thursday

Board members complete their individual evaluations of the superintendent using the same form. Evaluations are due to the superintendent evaluation committee chairperson.

June 14<sup>th</sup> – Monday

The superintendent evaluation committee complies and summarizes the individual Board evaluations. (closed session)

June 16<sup>th</sup> – Wednesday – School Board Business meeting

The full Board moves into closed session, san the superintendent, to discuss the summary prepared by the superintendent evaluation committee.

June 30<sup>th</sup> (approx. date) – Wednesday

A written summary evaluation is given to the superintendent.

If requested, a discussion may be arranged with the Board President, committee chair, or the full Board.

A feedback form on the evaluation process will be created and distributed by the superintendent evaluation committee to revise and improve the process. A summary of the feedback will be reported to the Board at the July 8<sup>th</sup> – Committee of the Whole meeting.