

PROCEDURES: EXHIBIT 301.3

SUPERINTENDENT-EVALUATION

The following procedures will be used for the Superintendent's evaluation:

- a) the Superintendent will know the criteria upon which he/she will be evaluated and will be involved in the development of those criteria;
- b) the evaluation shall be used to assess job performance; c) the Board and the Superintendent will both participate in the evaluation, (i.e., the Superintendent shall complete a self-evaluation and all Board members shall complete an evaluation; d) an evaluation session will be at a scheduled time and place, (i.e., the session shall be a listed agenda item with sufficient time properly allocated to complete the process; e) the Board's evaluation will result in the production of a composite of individual Board member evaluations, (i.e., the Board as a whole will meet with the Superintendent to discuss the composite evaluation with individual member evaluations made available for the Superintendent's review; f) each Board member's rating shall be supported by objective evidence; g) the Board is not limited to items provided on the evaluation form, but when items are added, the items will become standards for the ensuing year; h) the evaluation conference will include a discussion of job strengths and areas needing improvement; i) after the Superintendent has received the Board's composite evaluation, the Superintendent shall develop a series of performance objectives or job targets for the ensuing year; and j) following the Board's evaluation conference with the Superintendent, the Board shall review and act on the Superintendent's contract.

LEGAL REFERENCE: Code of Iowa, §279.23A, 279.23, 279.24

Revised:

Reviewed: 02/01/07, 01/09/12, 10/23/17, 02/08/21