

One of the primary responsibilities of the Board of Education is the assurance of effective administrative leadership for the school system. This assurance can best be achieved through the careful selection and evaluation of the superintendent. The purpose of the evaluation process is to provide both the superintendent and the Board with information which can be used to improve the effectiveness of the chief administrator and thereby improve the quality of the school system.

The Board is expected to provide the superintendent with continual, informal performance assessments through their regular communication; for both individual and system-wide goal setting and clarification of priorities.

The results of the evaluation shall be used by the superintendent to identify and nurture strengths and to provide specific direction for improving performance. The Board shall use the results of the evaluation to improve communications, to clarify roles and expectations, to recognize excellence, to establish documentation for continued contract and compensation decisions, and to assist in its own self-evaluation.

The superintendent's effectiveness shall be evaluated according to the performance expectations included in the "Superintendent's Job Description" as approved by the Board.

Annually, the Board will devote two personnel sessions to the evaluation of the administrator's performance. A formal evaluation session will be conducted prior to the end of January and a follow-up session will be scheduled at the end of the school year if so warranted.

Following this evaluation for an administrator who is in the last year of his/her contract, the Board may extend the administrator's contract for two (2) additional years, with the contract expiring on June 30 of an odd-numbered year. The decision on the contract extension will be made at the first regular meeting of the Board in January of each odd-numbered year. If the Board fails to notify the administrator of either renewal of the contract or of its refusal to renew the administrator's contract by January 31 of any odd-numbered year, the contract will be automatically extended for a two-year term which expires on June 30 of an odd-numbered year.

Legal Ref: Wisc. Statute 118.24

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