

## ***SUPERINTENDENT EVALUATION***

### **PERSONAL QUALITIES AND CHARACTERISTICS**

It is expected that the Superintendent maintain high standards of ethics, honesty, and integrity in personal and professional matters and, at all times, represent the school system in a professional manner. The Superintendent should encourage open communication with staff, administrators, community representatives, and School Committee members.

Goals:

### **GENERAL MANAGEMENT:**

The Superintendent has the responsibility for the efficient operation of the school system. The response of those assigned the task of carrying out the activities necessary to the success of the system depend on having an awareness of the goals and objectives of the system. The Superintendent is expected to provide the leadership to the School Committee in the development of these goals and objectives. It is important that the Superintendent is familiar with and has a strong understanding of state and federal laws, Department of Education regulations, and School Committee policy.

**GOALS:**

### **COMMUNICATIONS/PUBLIC RELATIONS**

Public awareness is the cornerstone for support and education in our community. The Superintendent should insure that staff, students, parents, and the community are kept informed of the mission and the accomplishments of the school system. A strong, positive posture is needed in building public support for the school system.

**GOALS:**

**PERSONNEL MANAGEMENT**

The Superintendent is responsible, either directly or indirectly, for the hiring of all school personnel. Personnel decisions should be approached in a non-discriminatory and impartial manner. It is the Superintendent's responsibility to foster an environment conducive to good teaching. The Superintendent should be alert to issues which affect staff morale, should be actively concerned with a meaningful staff evaluation program, and should provide a balanced staff development program. The School Committee should be kept informed in appropriate matters of collective bargaining, performance standards, professional development, and grievances.

**GOALS:**

**EDUCATIONAL LEADERSHIP**

The focus of decisions must address the needs of all students. In order to provide effective leadership, the Superintendent should keep abreast of the latest developments in the field of education. Curriculum and development, professional evaluation and development, and student assessment should all be considered in the formulation of short and long-range goals and objectives.

**GOALS:**

**BUDGET MANAGEMENT**

The School Committee has the responsibility of approving the budget and the Superintendent has the responsibility to present that budget to the School Committee in a manner which promotes their full understanding. The budget should take into consideration the needs of the entire system based on a formal assessment process. The need to promote the school system and gather community support for school finances is an integral component of the budget process.

**GOALS:**

**RELATIONSHIP WITH THE SCHOOL COMMITTEE:**

The School Committee relies on the Superintendent in order to make informed decisions that will affect the quality of education for the public school children of our community. In order to promote a climate of mutual respect and trust, a professional working relationship should be maintained. The Superintendent should establish clear direction for the School Committee meetings by providing agendas and support materials that allow for reasonable policy formation and informed decision making. It is expected that the Superintendent will support and implement School Committee policies and directives and effectively communicate these to the students, staff and members of the community.

**GOALS:**