

Policy Type: Board/Superintendent Relationship

Monitoring Superintendent Performance

B/SR-5

The Superintendent's job performance will be monitored systematically and rigorously against the two Superintendent job expectations: organizational accomplishment of the Board's *Ends* policies, and organizational operation within the boundaries established in the Board's *Executive Limitations* policies.

Accordingly:

1. Monitoring determines the degree to which Board policies are being met. Information that does not contribute directly to this purpose is not considered monitoring data.
2. The Board will acquire monitoring data on *Ends* and *Executive Limitations* policies by one or more of three methods:
 - a. By **internal report**, in which the Superintendent discloses and certifies compliance information to the Board,
 - b. By **external report**, in which an external, disinterested third party selected by the Board assesses compliance with Board policies,
 - c. By **direct Board inspection**, in which the Board assesses compliance with the appropriate policy criteria.
3. In every case, the standard for compliance shall be whether the Superintendent has reasonably interpreted the Board policy being monitored. The Board will make the final decision as to whether a Superintendent interpretation is reasonable, and will provide to the Superintendent, by the next meeting, a monitoring response document (B/SR-5-E-1 or B/SR-5-E-2). The chair will gather individual board member input and will draft a board response document for consideration/approval at the next meeting.
4. All policies which instruct the Superintendent will be monitored on schedule according to a frequency and by a method chosen by the Board. The Board may monitor any policy at any time by any method, but ordinarily will depend upon the following schedule and method:

<u>Ends Policies</u>	<u>Method</u>	<u>Frequency</u>
<i>E-1 District Mission</i>	<i>Internal Report</i>	<i>May</i>
<i>E-2 Academic Standards</i>	<i>Internal Report</i>	<i>October</i>
<i>E-3 Contributing Citizens</i>	<i>Internal Report</i>	<i>March</i>

<u>Executive Limitations Policies</u>	<u>Method</u>	<u>Frequency</u>
<i>EL-1 Expectations of Superintendent</i>	<i>Internal Report</i>	<i>May</i>
<i>EL-2 Emergency Superintendent Succession</i>	<i>Internal Report</i>	<i>July</i>
<i>EL-3 Treatment of Parents, Students, and the Public</i>	<i>Internal Report</i>	<i>August</i>
<i>EL-4 Staff Treatment</i>	<i>Internal Report</i>	<i>August</i>
<i>EL-5 Staff Compensation</i>	<i>Internal Report & Direct Inspection</i>	<i>April</i>
<i>EL-6 Staff Evaluations</i>	<i>Internal Report</i>	<i>July</i>
<i>EL-7 Budgeting</i>	<i>Internal Report</i>	<i>August</i>
<i>EL-8 Financial Administration</i>	<i>External Report</i>	<i>August</i>
<i>EL-9 Facilities Program</i>	<i>Internal Report</i>	<i>September</i>
<i>EL-10 Asset Protecting</i>	<i>Internal Report</i>	<i>September</i>
<i>EL-11 Communication and Counsel to the Board</i>	<i>Internal Report</i>	<i>January</i>
<i>EL-12 Communication with the Public</i>	<i>Internal Report</i>	<i>January</i>

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<u>Executive Limitations Policies</u>	<u>Method</u>	<u>Frequency</u>
<i>EL-13 Academic Standards and Practices</i>	<i>Internal Report & Direct Inspection</i>	<i>November</i>
<i>EL-14 Academic Program</i>	<i>Internal Report & Direct Inspection</i>	<i>November</i>
<i>EL-15 Instructional Materials Selection</i>	<i>Internal Report</i>	<i>May</i>
<i>EL-16 District Calendar</i>	<i>Internal Report</i>	<i>April</i>
<i>EL-17 Student Conduct and Discipline</i>	<i>Internal Report</i>	<i>February</i>
<i>EL-18 Mandatory Policies</i>	<i>Internal Report</i>	<i>October</i>

5. In conjunction with the conclusion of the Board's annual planning cycle, each June the Board will conduct a formal evaluation of the Superintendent. The evaluation will be based upon data generated during the year in monitoring reports and Board response documents when monitoring Board *Ends* and *Executive Limitations* policies. A written evaluation document will be prepared, compiling the content of Board response documents. The Superintendent will review the document with the Board in executive session. The report will be signed by the Superintendent and the Board Chair. The evaluation document will consist of:
- Findings generated during the year from monitoring the Board's policies on *Ends* and *Executive Limitations*;
 - Conclusions and policy implications as to whether each *End* has been achieved (or whether reasonable progress has been made toward its achievement) and whether the Superintendent has operated within the boundaries established in *Executive Limitations* policies;

Nothing in this policy will be construed to imply in any manner the establishment of any personal rights not explicitly established by statute, Board policy, or contract. All employment decisions regarding the Superintendent remain within the sole and continuing discretion of the Board.

Adopted: *February 28, 2007*
Monitoring Method: *Board self-assessment*
Monitoring Frequency: *Annually in January*