

AUBURN SCHOOL DISTRICT
BUILDING PRINCIPAL/SPECIAL EDUCATION DIRECTOR EVALUATIONS

The Superintendent shall conduct an ongoing process of evaluating the Principal/Special Education Director on his/her skills, abilities, and competence. Annually, the Superintendent or his/her designee will formally evaluate the Principal/Special Education Director. The goal of the formal evaluation process is to ensure the education program for the students is carried out, promote growth in effective administrative leadership for the school district, clarify the Principal's/Special Education Director's role as the Board and Superintendent see it, ascertain areas in need of improvement, and focus the immediate priorities of the Principal/Special Education Director's responsibilities.

The formal evaluation shall include written criteria related to the job duties. The Principal/Special Education Director may make comments responding to the formal evaluation.

The formal evaluation shall also include an opportunity for the Principal/Special Education Director and Superintendent to discuss the written criteria, the past year's performance and the future areas of growth. The evaluation shall be completed by the Superintendent, signed by the Principal/Special Education Director and filed in the Principal's/Special Education Director's personnel file.

This policy supports and does not preclude the ongoing informal evaluation of the Principal's/Special Education Director's skills, abilities, and competence.

Adopted: December 19, 2001

Statutory & Regulatory References:

RSA 189:14-a & b

Littkey v. Winchester School District, 219 NH 626 (1987)

NH Code of Administrative Rules Part 302 Superintendents

NH Code of Administrative Rules Part 304 School Principals