

**EVALUATION OF THE SUPERINTENDENT**

It is the responsibility of the School Board to maintain and improve the quality of administration and instruction. One of the primary methods used in carrying out this responsibility is to work with the superintendent in improving his or her effectiveness.

Annually, the superintendent provides to the School Board with a work plan designed to implement the goals set for the division by the School Board. The School Board evaluates the superintendent annually. The School Board develops the instrument to evaluate the superintendent after consulting the uniform performance standards and criteria developed by the Board of Education and the superintendent. The superintendent's evaluations include student academic progress as a significant component and an overall summative rating. Evaluations include identification of areas of individual strengths and weaknesses and recommendations for appropriate professional activities. Informal evaluations may also take place as the Board deems appropriate, provided that specific criteria for such appraisals be communicated to the superintendent.

Each board member is involved in assessing the superintendent's job performance on a continuing basis and by completing the annual evaluation instrument. Upon conclusion of the annual performance appraisal, the evaluation is reviewed with the superintendent by the Board or its designees.

**ADOPTED:** July 1, 1991

**REVISED:** September 14, 1999  
September 14, 2004  
June 14, 2005  
August 9, 2011  
June 11, 2013  
April 10, 2018

**LEGAL REFERENCES:** Code of Virginia, 1950, as amended, section 22.1-60.1, 22.1-253.13:5.  
  
Guidelines for Uniform Performance Standards and Evaluation Criteria for Superintendents (Virginia Board of Education, as revised on July 23, 2015)

**CROSS REFERENCE:** CBA Qualifications and Duties of the Superintendent