

Policy #: 225

SCHOOL DISTRICT OF WEBSTER

Date Adopted: June 20, 2022

Date Revised: October 21, 2024

Policy Title: District Administrator Evaluation

The Board of Education believes it is essential that it evaluate the District Administrator's performance periodically in order to assist both the Board and the District Administrator in the proper discharge of their responsibilities and to enable the Board to provide the District with the best possible leadership.

The Board shall periodically, but not less than bi-annually on or around August 31st and February 28th evaluate the performance of the District Administrator. Such evaluation shall include an assessment of:

- A.** The progress toward the educational goals of the District;
- B.** The working relationship between the Board and the District Administrator
- C.** The Board's own effectiveness in providing direction to the District Administrator.

Such assessments will be based on defined quality expectations developed by the Board for each criteria being assessed. The Board and the District Administrator, jointly, shall, at the outset of each evaluation, determine the method by which the evaluation shall be conducted. Such a method may include:

- A.** The District Administrator's own self-analysis of the current status of the District;
- B.** The active participation of each Board member;
- C.** A recommendation from a Board committee;
- D.** A compilation of assessments on a prepared standard form by individual Board members, which shall then be reviewed jointly by the Board and District Administrator;
- E.** Evaluation interviews between the Board and District Administrator during which no other business is discussed;
- F.** The District Administrator's assessment of Board efficiency and effectiveness.

As an outcome of the evaluation of the District Administrator's performance, the Board should be prepared to judge the advisability of retention of the District Administrator and be prepared better to:

- A.** Determine the District Administrator's salary;
- B.** Identify strengths and weaknesses in the operation of the District and determine means by which weaknesses can be reduced and strengths are maintained;
- C.** Establish specific objectives, the achievement of which will advance the District toward its goals;
- D.** Improve its own performance as the public body ultimately charged with the educational responsibility of this District.

Legal References:

Wisconsin Statutes

115.415, 118.24, 120.12(2m), 121.02(1)(a), 121.02(1)(g)

Wisconsin Administrative Code

PI 8.01(2)(a)

PI 8.01(2)(g)

PI 34.03

PI 34.32(1)

PI 47