

EVALUATION OF BUILDING ADMINISTRATORS

Each building administrator in Bonneville School District No. 93 shall be evaluated no later than May 1st for each annual contract year of employment in order to receive guidance and direction in the performance of his/her assignment. Such evaluation shall be based on a systematic procedure that: (1) identifies strengths and weaknesses; (2) acknowledges exceptional effort; (3) provides an opportunity for self-evaluation; and (4) develops a written record to meet legal requirements of due process. The Superintendent/designee shall establish procedures for the conduct of these evaluations and assure fairness and efficiency in the execution of such.

Guidelines

Evaluation Objectives

The evaluation program is designed to:

1. Maintain or improve each building administrators job satisfaction and morale by letting him/her know that the Superintendent/designee and the District Leadership Team are interested in his/her job progress and personal development;
2. Serve as a systematic guide for planning each administrator's further training and professional development;
3. Focus maximum attention on student achievement and fulfillment of assigned duties;
4. Assist in determining and recording special talents, skills, and capabilities that might otherwise not be noticed or recognized;
5. Assist in planning personnel moves and placements that will best utilize each administrator's capabilities;
6. Provide an opportunity for each administrator to discuss job problems and interests with the Superintendent/designee and the District Leadership Team; and
7. Gather substantiating data to use as a guide for such purposes as promotions, disciplinary action, or termination.

Criteria for Evaluation

1. The building administrator shall be informed annually of the criteria to be used for evaluation.
2. The evaluation model shall be aligned to the standards identified in the state administrative rules.

3. Evaluation shall also include evidence of implementation of District's annual goals identified in the School District's Strategic Improvement Plan.
4. Part of the summative evaluation results will be based on objective measures of growth in measurable student achievement as defined in Section 33-10001 as determined by the Board of Trustees.

Measures of Student Growth-

Multiple objective measures of student achievement that may be used to determine student growth include:

1. Idaho Standards Achievement Test;
2. Student Learning Objectives;
3. Formative Assessments;
4. Teacher-constructed Assessments of Student Growth;;
5. Pre-and post-tests;
6. Performance-based Assessments;
7. Idaho Reading Indicator;
8. College Entrance Exams (PSAT, SAT, ACT);
9. District Adopted Assessment;
10. End of Course Assessments;
11. Advanced Placement Exams; and/or
12. Professional-Technical Exams

Review of Evaluation System

Stakeholders including, but not limited to, teachers, board members, administrators, and parents shall be included in the development and ongoing review of the evaluation system.

Evaluation System Approval

Any changes to the District's evaluation plan shall be submitted to the State Department of Education for approval.

ADMINISTRATION

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Adopted: 07-10-2013 Reviewed: Revised: 09-10-2014
05-13-2015
01-08-2020

Cross Reference: Reassignment of Administrative Employees #6500

Legal Reference: Idaho Code § 33-513 Professional Personnel
Idaho Code § 33-518 Employee Personnel Files
IDAPA 08.02.02.121 Local District Evaluation Policy–School
Administrator

Handbook Reference: The School Leadership Evaluation Model
Professional Learning Communities at Work, Richard DuFour
Learning by Doing, Richard DuFour