

**TRANSYLVANIA COUNTY SCHOOLS
SUMMATIVE ASSESSMENT OF THE SUPERINTENDENT**

Superintendent _____ Date _____

LEADERSHIP

Evaluative Rating Scale:
 1 = No knowledge of criterion
 2 = Awareness that criterion needs to be met
 3 = Beginning to meet criterion and collect evidence
 4 = Consistently meets criterion and has evidence

RATING				CRITERIA
1	2	3	4	1. Has provided for the establishment of a vision, mission, and strategic directions for the school district that focus on student achievement.
1	2	3	4	2. Has communicated the vision, mission, and strategic directions to all employees of the school district.
1	2	3	4	3. Has used the vision, mission, and strategic directions to determine priorities of the school district.
1	2	3	4	4. Has provided guidance in the development and revision of school board policy.
1	2	3	4	5. Has used effective communication skills to provide leadership for the district.
1	2	3	4	6. Treats personnel fairly and without favoritism or discrimination.
1	2	3	4	7. Has facilitated the use of cross-functional teams and collaborative work groups in the district's improvement efforts.
1	2	3	4	8. Has used data as a means of achieving continual improvement for educational programs.
1	2	3	4	9. Deals effectively with unexpected or disturbing questions and issues in group meetings.
1	2	3	4	10. Self-assesses own strengths and needs for professional improvement.

BOE Suggested Focus: _____

Superintendent's Comments: _____

**STRATEGIC
QUALITY
PLANNING**

Evaluative Rating Scale:

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RATING				CRITERIA
☞ 1	☞ 2	☞ 3	☞ 4	1. Has established a district wide, strategic direction for improving student achievement.
☞ 1	☞ 2	☞ 3	☞ 4	2. Has provided for a continuing system of planning and budgeting designed to meet the educational needs of students and the community.
☞ 1	☞ 2	☞ 3	☞ 4	3. Has developed goals and objectives which are articulated in the District Strategic Plan.
☞ 1	☞ 2	☞ 3	☞ 4	4. Has developed a district budget that reflects the goals and objectives of the District Strategic Plan.
☞ 1	☞ 2	☞ 3	☞ 4	5. Has provided for the development of short and long term plans to address facility needs of the district.

BOE Suggested Focus: _____

Superintendent's Comments: _____

**CUSTOMER/
STAKEHOLDER
FOCUS**

Evaluative Rating Scale:

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RATING				CRITERIA
☐ 4	☐ 2	☐ 3	☐ 4	1. Has established processes for determining customer/stakeholder requirements and expectations for educational services provided by the district.
☐ 4	☐ 2	☐ 3	☐ 4	2. Has established a process for determining the relative satisfaction of the district's services to its customers/stakeholders.
☐ 4	☐ 2	☐ 3	☐ 4	3. Has established a process for determining the relative importance of the district's services to its customers/stakeholders.
☐ 4	☐ 2	☐ 3	☐ 4	4. Has established processes to determine the responsiveness of district personnel to customer/stakeholder complaints.
☐ 4	☐ 2	☐ 3	☐ 4	5. Has used information regarding customer/stakeholders requirements and expectations to provide continuous improvement of educational services by the district.
☐ 4	☐ 2	☐ 3	☐ 4	6. Is receptive to new ideas regarding community issues.
☐ 4	☐ 2	☐ 3	☐ 4	7. Fosters the respect and support of the community regarding school operations.
☐ 4	☐ 2	☐ 3	☐ 4	8. Promotes the development of partnerships between schools and the community.

BOE Suggested Focus: _____

Superintendent's Comments: _____

**INFORMATION
&
ANALYSIS**

— Evaluative Rating Scale:

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RATING	CRITERIA
 1 2 3 4	1. — Has offered professional advice to the School Board on items requiring Board action with appropriate recommendations based on thorough study and analysis.
 1 2 3 4	2. — Has responded to concerns of the School Board.
 1 2 3 4	3. — Has kept the School Board informed of the fiscal condition of the school district on a regular basis.
 1 2 3 4	4. — Has provided the Board with timely information on pertinent issues related to the district.
 1 2 3 4	5. — Has provided the community with timely information regarding school district programs and activities.
 1 2 3 4	6. — Has provided schools and departments with timely information regarding district programs and activities.

BOE Suggested Focus: _____

Superintendent's Comments: _____

HUMAN RESOURCES

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RATING				CRITERIA
☞ 4	☞ 2	☞ 3	☞ 4	1. Has provided resources to assist in employee professional development and improvement.
☞ 4	☞ 2	☞ 3	☞ 4	2. Has provided for participation of stakeholders in decision-making and in the development of policy and procedures.
☞ 4	☞ 2	☞ 3	☞ 4	3. Has communicated to teachers, students, and staff the goals and expectations of the school district.
☞ 4	☞ 2	☞ 3	☞ 4	4. Has provided for continuous professional education for professional and supporting services staff.
☞ 4	☞ 2	☞ 3	☞ 4	5. Has provided career advancement opportunities for competent staff.
☞ 4	☞ 2	☞ 3	☞ 4	6. Has advocated using needs assessment information to determine training needs of the district's personnel.
☞ 4	☞ 2	☞ 3	☞ 4	7. Has provided for an employee orientation program.
☞ 4	☞ 2	☞ 3	☞ 4	8. Has provided for training in continuous improvement philosophy and methods.

BOE Suggested Focus: _____

Superintendent's Comments: _____

**PROCESS
MANAGEMENT**

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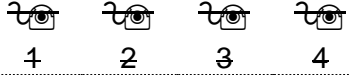
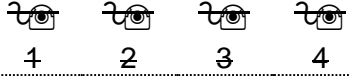
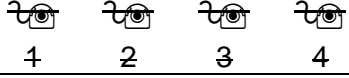
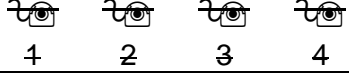

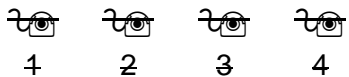
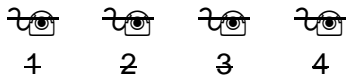
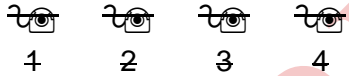
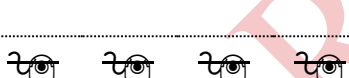
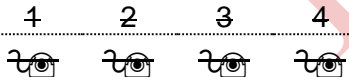
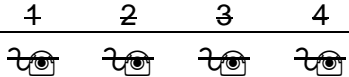
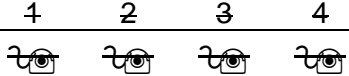
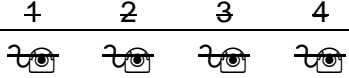
RATING				CRITERIA
1	2	3	4	1. Has introduced programs in compliance with federal, state, and local rules and regulations.
1	2	3	4	2. Has provided for processes to ensure quality services in meeting the needs of the school district.
1	2	3	4	3. Has used evaluation and testing information to determine current levels of educational achievement in the district.
1	2	3	4	4. Is accessible to School Board members and others.
1	2	3	4	5. Has provided for enforcement of School Board policy.
1	2	3	4	6. Has provided a school improvement planning process that translates customer/stakeholder needs into educational designs to improve student achievement.
1	2	3	4	7. Has provided a school improvement process for reviewing school plans.
1	2	3	4	8. Has provided for sound fiscal management of the district.
1	2	3	4	9. Has encouraged the development of continuous improvement of products and services from suppliers of the district.
1	2	3	4	10. Has provided for the maintenance of school district facilities and sites.
1	2	3	4	11. Uses quality improvement tools and methods to improve student achievement.

BOE Suggested Focus: _____

Superintendent's Comments: _____

OPERATIONAL RESULTS

———— Evaluative Rating Scale:
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RATING	CRITERIA
	1. ——— Student academic performance results are improving as compared to: (a) — similar school districts
	(b) — previous longitudinal district data
	(c) — previous longitudinal school data
	2. ——— Student and employee safety within the schools is improving as compared to prior year reports.
	3. ——— Student dropout rates are decreasing as compared to:- (a) — similar school districts
	(b) — prior year district data
	(c) — prior year school data
	4. ——— Entering student readiness to learn is improving as compared to:- (a) — similar school districts
	(b) — prior year district data
	(c) — prior year school data
	5. ——— Community support for public education is improving as compared to previous years.
	6. ——— Energy costs are less as compared to prior years.
	7. ——— Costs for administrative services have been reduced as compared to previous years.

**OPERATIONAL
RESULTS**

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BOE Suggested Focus: _____

Superintendent's Comments: _____

General Comments: _____

RESCIND

 Superintendent Date Chairman Date

APPROVED BY BOARD
AND EFFECTIVE 6/19/00