

POLICY CBI

Board of Education Las Cruces Public Schools

Related Entries: CBA, CBC, CDB
Responsible Office: Superintendent

SUPERINTENDENT EVALUATION

I. PURPOSE

The School Board shall annually conduct a formal evaluation of the Superintendent's performance in order to assess his/her effectiveness in leading the district toward established goals.

II. POSITION

- A.** The Board and Superintendent shall annually consider what evaluation method(s) will best serve the district and agree on the specific written instrument to be used. Evaluation criteria shall be based on district goals and success indicators agreed upon by the Board and Superintendent prior to the evaluation.
- B.** The Board shall meet at least two times a year as part of the Superintendent's evaluation process, as determined by the Board of Education.
- C.** The Board shall meet in closed session with the Superintendent to discuss the Superintendent's performance.
- D.** Any written evaluation of the Superintendent's performance by the Board shall be reflected in a single document which conveys the Board's collective judgment. Such written feedback to the Superintendent shall be approved by a majority vote of the Board in open session.
- E.** The Superintendent shall be given a written evaluation of his or her performance at least annually, or more frequently as determined by the Board. The annual written evaluation shall be provided to the Superintendent for his/her response.
- F.** The Superintendent shall have an opportunity to ask questions, respond verbally and in writing to the annual written evaluation, and present additional evidence of his/her performance or district progress.
- G.** All Board members shall be offered the opportunity to sign any written evaluation of the Superintendent by the Board as evidence that the evaluation has been discussed. The Superintendent shall also sign any written evaluation by the Board. The Superintendent shall place any written evaluation by the Board in his/her official personnel file in the Human Resources Department.
- H.** After the annual written evaluation has been completed, the Board may meet in open session to give the Board and Superintendent an opportunity to jointly communicate progress and/or to identify performance goals for the next year.

III. REVIEW

This policy shall be reviewed on an ongoing basis in accordance with the Board of Education policy review process.



9/7/2018

Board of Education, President

Date Approved

History: Formerly Policy 190, Adopted 9.17.02; Revised 11.04.03; 12.18.07; Revised 6.19.18

Legal: Legal Review 11.9.07, 6.12.18