

NORTHGATE SCHOOL DISTRICT SUPERINTENDENT EVALUATION FORM

STUDENT GROWTH AND ACHIEVEMENT	
1. Stays abreast of current research relating to child development, learning theories and teaching methods. Recommends policies to the Board and implements curriculum and other educational programming to reflect best practices and current research. Allows for appropriate differentiated instruction.	
2. Seeks input and works collaboratively with staff and appropriate stakeholders to develop, implement and monitor program changes to improve student outcomes. Assists staff in implementing effective methods of instruction and evaluation of student learning.	
3. Analyzes available instructional resources and technology. Makes sure that instructional resources and technology are distributed fairly and effectively to enhance student development. Makes recommendations to the Board about the District's resource and technology needs.	
4. Keeps Board members apprised of student achievement and major changes in the District's educational programming, including curriculum, evaluation of students and professional development initiatives.	

ORGANIZATIONAL LEADERSHIP	
1. Takes the lead in initiating needed action and accepts responsibility for personal actions and the actions of the staff	
2. Appropriately delegates tasks to staff and assigns appropriate accountability for results	
3. Seeks to build common ground in dealing with difficult and divisive issues. Seeks counsel and considers alternatives before making decisions. Makes impartial decisions.	
4. Is consistent in following through on decisions, after seeking appropriate counsel and consideration of alternatives, to avoid appearing indecisive	

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COMMUNICATIONS AND COMMUNITY RELATIONS	
1. Speaks effectively, expressing ideas in a logical and forthright manner	
2. Is a recognizable and approachable individual to all community members, staff and students. Actively listens to and engages in conversation or discussion	
3. Responds promptly and respectfully to questions and requests from parents, community members, and staff. Develops cooperative relationships with parents and community members	
4. Develops and maintains relationships with local officials and news media	
5. Attends and participates in community activities	

DISTRICT OPERATIONS AND FINANCIAL MANAGEMENT	
1. Prepares and submits timely and accurate reports required by the board, federal, and state agencies	
2. Can articulate relevance of federal, state and regional laws and policies to the Northgate School District	
3. Is aware of district facility issues, conditions and capital improvement needs. Is able to prioritize the necessary upgrades, renovation and repairs to preserve district property.	
4. Actively participates in the development of the annual budget and assures the budget aligns with district priorities and the needs of students. Displays awareness of revenue and expenditure concerns effecting the district	
5. Demonstrates proficiency in developing and applying policies and procedures for each school building	

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GOVERNMENT AND BOARD RELATIONS	
1. Demonstrates expertise on issues related to public education including federal, state and local laws and maintains an effective relationship with the School Solicitor and abides by all relevant laws	
2. Maintains effective relationship with school board and interacts with board members in a courteous and professional manner	
3. Provides information to school board and acts on the directives of the school board in a timely manner. Follows-up on issues from school board meetings effectively	
4. Provides opinions and recommendations to school board based on education, experience and expertise	
5. Publically supports school board policies, actions and decisions	

HUMAN RESOURCES MANAGEMENT	
1. Provides for evaluations of staff at all district levels to assure effective use of personnel and to provide opportunities for positive reinforcement and constructive critique.	
2. Demonstrates use of staff evaluation data for personnel policies, decision-making, promotion for career growth, and professional development.	
3. Develops bargaining strategies based upon collective bargaining laws and processes. Identifies contract language issues and proposes modifications. Works effectively with the board during collectively bargaining	
4. Establishes productive relationships with bargaining groups while managing contracts effectively	
5. Anticipates staffing needs and trends to make effective recommendations to the board regarding replacement and/or addition to staff	

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PROFESSIONALISM	
1. Projects a profession demeanor. Accepts criticism from the community and responds appropriately	
2. Participates in professional development activities and interacts with experts in educational and community issues.	
3. Models professional and ethical decision-making for the administrative and educational staff	
4. Demonstrates team leadership in a collaborative and cooperative atmosphere without diminishing final authority for district operation	
5. Provides input, guidance and assistance to the administrative team and staff in a constructive and positive manner	