

INTERPERSONAL

In my role as School Committee member, I feel my knowledge in this subject area is:

Sufficient

Adequate but I would like to know more

Inadequate

Evaluator's Comments (Discretionary):

Superintendent's Comments:

ANNUAL EVALUATION FORM
SUPERINTENDENT OF SCHOOLS

Date: _____

ADMINISTRATIVE ROLE

INFORMATIONAL

1. The Superintendent seeks and receives a wide variety of special information needed to develop a thorough understanding of the school system.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
(4-5) (3) (1-2)

Comments:

2. The Superintendent filters and transmits information received from outsiders, colleagues, or subordinates to other members of the school community.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
(4-5) (3) (1-2)

Comments:

3. The Superintendent regularly transmits information on the administration's plans, procedures, actions, and results.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
(4-5) (3) (1-2)

Comments:

4. The Superintendent utilizes newspapers, television, and other means to transmit information on the school system's plans, policies, actions, and results to the community and other groups outside the school system.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
(4-5) (3) (1-2)

Comments:

INFORMATIONAL

In my role as School Committee member, I feel my knowledge in this subject area is:

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Evaluator's Comments (Discretionary):

Superintendent's Comments:

DECISIONAL

In my role as School Committee member, I feel my knowledge in this subject area is:

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Evaluator's Comments (Discretionary):

Superintendent's Comments:

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ADMINISTRATIVE ROLE

PERSONAL CHARACTERISTICS

1. The Superintendent treats equitably and impartially all individuals with whom she has contact.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
(4-5) (3) (1-2)

Comments:

2. The Superintendent fosters a team approach to the solution of problems and the development of policies and procedures.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
(4-5) (3) (1-2)

Comments:

3. The Superintendent consistently demonstrates effective personal communications and had the ability to apply this skill in the management of the school system.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
(4-5) (3) (1-2)

Comments:

4. The Superintendent demonstrates and fosters a positive work ethic and high standards of behavior and performance.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations

(4-5)

(3)

(1-2)

Comments:

- 5. The Superintendent exhibits problem solving skills and the early resolution of conflicts within the school system.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
 (4-5) (3) (1-2)

Comments:

- 6. The Superintendent bases recommendations on sound educational principles and supports decisions of the School Committee.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
 (4-5) (3) (1-2)

Comments:

- 7. The Superintendent is a skilled listener and effectively uses information gained in this activity.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
 (4-5) (3) (1-2)

Comments:

- 8. The Superintendent demonstrates concern and respect for school system employees, residents, and students.

_____ Exceeded Expectations _____ Met Expectations _____ Did Not Meet Expectations
 (4-5) (3) (1-2)

Comments:

PERSONAL CHARACTERISTICS

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Evaluator's Comments (Discretionary):

Superintendent's Comments:

**ANNUAL EVALUATION FORM
SUPERINTENDENT OF SCHOOLS**

Date: _____

ADMINISTRATIVE ROLE

SUMMARY

1. Has the Superintendent demonstrated an overall ability to get the job done?

Comments:

2. What are the demonstrated areas of strength of the Superintendent?

Comments:

3. What would help the Superintendent to become more effective in his job?

Comments:

4. Additional Comments?