

CFB—Evaluation of the Administrator

Confidentiality

Evaluations are confidential. Any meetings of the Board to compile evaluations, or meetings to discuss the evaluations with the Administrator, shall be held in executive session.

Board Responsibility

School personnel shall not decide the participants in any evaluative surveys used within the Administrator's evaluation. Such decisions shall remain the responsibility of the Board.

Frequency of Evaluation

The Board shall evaluate the Administrator at least once each year.

Evaluation

To enable the re-employment decision to be made in a timely manner, the completed written evaluation shall be presented to and discussed with the Administrator in an executive session with the Board prior to any re-employment decision by the Board.

The evaluation(s) shall relate to the Administrator's duties, responsibilities, and progress toward established goals.

The Administrator shall provide each member of the Board a copy of the evaluation instrument not later than January 15, or regularly scheduled January meeting. The Board President shall schedule a meeting not later than the regularly scheduled February meeting, when the Board will devote an executive session to the evaluation of the Administrator's performance, to discuss working relationships between the Administrator and the Board, and to review the Administrator's contract (with the Administrator present). Board members shall have the opportunity to discuss with the Administrator any item(s) on which the Board fails to achieve consensus during the executive session.

A copy of any written evaluation shall be given to the Administrator. If in disagreement with such evaluation, the Administrator may respond in writing to the Board.

Upon the conclusion of the evaluation, the Board may determine whether any changes in the compensation and benefits or contract term of the Administrator are warranted. The Board shall take action in regards to the Administrator's contract during its regularly scheduled February meeting.

Cross Ref.: CBA—Qualifications and Duties of the Administrator