

SCHOOL DISTRICT OF THE MENOMONIE AREA

225- Exhibit (1)

DISTRICT ADMINISTRATOR EVALUATION INSTRUMENT

An evaluation of the district administrator's performance will be completed by individual board members each quarter and used for a quarterly performance discussion with the administrator. An summative evaluation will be conducted by the Board as a whole and shared with the district administrator each year.

Directions: Circle the time period covered by the evaluation and one of the performance rankings for each standard based on the administrator's performance during the selected evaluation period. Comments must be provided for any areas rated as "needs development". Written quarterly evaluations are for individual Board member use only and are not considered to be a public record.

Time Period: January-March April-June July-September October-December Annual

Performance Rankings:

Outstanding (3)- though some of the aspects of the total performance are adequate and satisfactory, there are other aspects that reveal outstanding performance and perception; therefore, the performance of the tasks is, in general, outstanding.

Meets Expectations (2)- the performance is generally adequate, satisfactory, and acceptable. Some aspects of the performance may be especially strong and other aspects might need some development, but the overall performance is not sufficient to make the rating of total performance "Outstanding" or "Needs Development".

Needs Development (1)- some aspects of the performance are satisfactory, but that particular aspects of the performance are not as well developed as they should be and, therefore, the performance generally falls somewhat below the desired level of satisfaction.

Don't Know (blank)- the board member simply does not know if this activity has been engaged in. A blank rating will not be factored into the evaluation summary.

Standard 1: The administrator has an understanding of and demonstrates competence in the ten teacher standards.

It is understood that the district administrator has an understanding and demonstrates competence in this area.

Standard 2: The administrator leads by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared by the school community.

Outstanding (3)

Meets Expectations (2)

Needs Development (1)

Comments:

Standard 3: The administrator manages by advocating, nurturing and sustaining a school culture and instructional program conducive to pupil learning and staff professional growth.

Outstanding (3) Meets Expectations (2) Needs Development (1)

Comments:

Standard 4: The administrator ensures management of the organization, operations, finances, and resources for a safe, efficient, and effective learning environment.

Outstanding (3) Meets Expectations (2) Needs Development (1)

Comments:

Standard 5: The administrator models collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.

Outstanding (3) Meets Expectations (2) Needs Development (1)

Comments:

Standard 6: The administrator acts with integrity, fairness, and in an ethical manner.

Outstanding (3) Meets Expectations (2) Needs Development (1)

Comments:

Standard 7: The administrator understands, responds to, and interacts with the larger political, social, economic, legal, and cultural context that affects schooling.

Outstanding (3) Meets Expectations (2) Needs Development (1)

Comments:

Board Directed Goals the Following Year:

- 1.
- 2.
- 3.

Board President

Date

District Administrator

Date

CROSS REF.: 225.1, Administrative Evaluations
231, District Administrator (Job Description)

APPROVED: March 11, 2019

/s/James Swanson

Clerk