

216 – Role of Superintendent and Monitoring

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The purpose of the Annual Performance Review of the Superintendent is to consolidate the Board's findings arising from its monitoring of *District Goals* and *Operational Expectations* policies during the year and, on this basis, to draw reasonable summative conclusions. In addition, however, the Board may assess Superintendent performance related to the achievement of performance objectives and other criteria established jointly and previously agreed to by the Board and Superintendent.

The Board shall adhere to the following schedule and methods for Superintendent Performance Review.

1. Schedule:

- 1.1 Prior to May 15 in each year the Board shall schedule the Superintendent Performance Review for the following one year period of July 1 to June 30. The review schedule shall be included in the Board's Annual Work Plan.

2. Methods:

- 2.1 The Board and Superintendent shall agree on Superintendent Performance Review procedures in writing.
- 2.2 The Superintendent Performance Review process shall involve all Board Members and the Superintendent.
- 2.3 The methods of performance review shall be structured so that they lead to strengthening communications and the relationship between the Board and Superintendent.
- 2.4 Performance review sessions are to be facilitated by the Board Chair and assisted by the Superintendent.
- 2.5 Provision may be made for engaging an external facilitator to conduct sessions when the Board and Superintendent perceive a need or benefit arising from third-party assistance.

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3. Notwithstanding the above schedule and methods, the Board and Superintendent shall continuously monitor Superintendent performance and Board-Superintendent relations through private briefings and other methods determined by the Board Chair and Superintendent.

Legal References:

Monitoring Method: *Internal Reports, External Reports and Direct Observation/Board and Superintendent*

Monitoring Frequency: *Annual*

Previous Policy Number: *Policy 2.13*

Adopted: *2012.12.10*

Amended: *2025.01.15*