

**File: CBI****EVALUATION OF THE SUPERINTENDENT**

The School Committee shall evaluate the Superintendent of Schools each year of his/her contract prior to the Annual Town Election. According to state law, evaluation of the Superintendent is a public process, and must be performed in a properly posted, open session of the School Committee.

Through the evaluation process, the School Committee will work to:

1. Evaluate the job performance of the Superintendent over the previous contract-year based on the clear goals and expectations that were mutually adopted by the School Committee and the Superintendent. Consistent with the Massachusetts Department of Education's model educator evaluation language for administrators, and since adopted by the Sharon Public Schools, the evaluation cycle may be either a one or two-year cycle. Therefore, while the Superintendent is evaluated yearly, if she or he is on a two-year evaluation cycle, the evaluation that occurs near the end of the first year in the cycle shall be considered formative. The annual evaluation that occurs at the end of a two-year cycle shall be considered summative. In addition, the variables established to support the Superintendent and School Committee in determining the length of the evaluation cycle shall remain consistent with those set forth in the Sharon Public Schools educator evaluation language for administrators.
2. Provide clear evaluative findings with specific claims and evidence of performance to the Superintendent and provide guidance for improvement, if warranted. The Committee may use whatever data sources it deems appropriate, excluding anonymous surveys, provided the data it intends to use in a mid or end cycle review or summative evaluation have been reduced in writing and shared with the Superintendent at least 14 calendar days before the meeting in a timely manner. No information relating to the Superintendent's performance, other than evidence provided by the Superintendent or information previously brought to the attention of the Superintendent by one or more School Committee members, will be used as the basis for evaluative rankings and/or comments included in the final evaluation of the Superintendent unless a majority of the SC agrees that the source for such information is reliable, accurate, and related to one or more of the standards and indicators in the agreed Superintendent rubric.
3. Develop consensus between the Committee and the Superintendent about expectations of the Committee for the performance of the Superintendent, and challenges to be faced by the district and priorities to be addressed over the coming year.

Revised: June 18, 2014