



# Superintendent/CEO Performance Assessment

Section B: School Board Governance and Operations

Code: BBB

## POLICY

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The Hanover School Division Board of Trustees believes that the educational philosophy, mission statement and priorities developed by the Board are the foundation from which decisions are made in terms of creating and maintaining a learning environment that enriches the lives of every student, maximizes their engagement and learning potential, provides opportunities for them to develop meaningful relationships, to be challenged and successful, and prepares them to be active lifelong learners.

## GUIDELINES

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1. The performance assessment of the Superintendent/CEO shall be related to the responsibilities and duties assigned by the Board.
2. The Superintendent/CEO's performance assessment provides for accountability, growth, and the strengthening of the relationship between the Board and the Superintendent/CEO.
3. The Board priorities shall be used as the foundation from which the Superintendent/CEO's performance assessment is based on.
4. The Superintendent/CEO will provide concrete evidence of accomplishments based on the Board's priority areas.
5. Prior to a scheduled assessment the Board shall meet and discuss the evaluation format and instrumentation with the Superintendent/CEO, which may include a self-assessment component done by the Superintendent/CEO.
6. Over the course of a Board's four year term, the Superintendent/CEO a formal assessment will be conducted every two years with an informal assessment done in alternate years.
7. An opportunity for the entire Board and the Superintendent/CEO to have a conversation regarding the performance assessment will be scheduled annually. The Superintendent/CEO will receive a written report from the Board after the scheduled meeting.
8. If the performance of the Superintendent/CEO is unsatisfactory in any respect, a written report identifying any such unsatisfactory performance areas/practices will be presented to the Superintendent/CEO. The assessment report shall include recommendations from the Board to address the areas identified that require improvement. The Superintendent does have the right to make a written response to the Board regarding the assessment.
9. The Board's assessment and the Superintendent's response shall become a permanent attachment to the Superintendent's personnel file.

### Legal References:

Additional Information:

### Appendixes:

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