

142 SUPERINTENDENT PERFORMANCE REVIEW

The responsibility to review the performance of the Superintendent of Schools on a regular basis is critical to the Board's governance role.

The process of reviewing the performance of the Superintendent is valuable for both the Board and the Superintendent. The review process can enable the Board and the Superintendent to develop a shared understanding regarding their respective roles and accountabilities, the expectations of the Board, the observations of other leaders within the school district and the community, and the success of the Superintendent in fulfilling the requirements of the position.

The Board and the Superintendent may utilize both informal and formal performance review processes to:

- confirm duties and responsibilities
- clarify relationships
- set priorities
- recognize accomplishments
- identify areas for growth
- determine future contract renewal

All processes related to the performance review of the Superintendent must be undertaken by the Board as a corporate body. No trustee, including the Chairperson, shall act as the Board in this matter.

Guidelines

1. The Board and Superintendent will mutually agree upon the processes for informal and formal performance reviews.
2. Informal performance reviews will be completed on an annual basis.
3. A formal, comprehensive performance review will be completed in the third year of the Superintendent's appointment.
4. Following a performance review, the Superintendent will provide a growth plan to address any areas for improvement and growth.