

2100: MONITORING SUPERINTENDENT PERFORMANCE (AP)

Approved: 17 12 12

POLICY

The purpose of the Annual Performance Review is to monitor the Superintendent's performance relating to District strategic priorities, organizational leadership and Board support, and, on this basis, draw reasonable summative conclusions. In addition, the Board may assess Superintendent performance related to the achievement of performance objectives and other criteria established jointly with and agreed to by the Board and Superintendent.

The review process can also enable the Board and the Superintendent to confirm a shared understanding regarding their respective roles and accountabilities, as well as the expectations of the Board and the success of the Superintendent in fulfilling the requirements of the position.

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

PROCESS

1.0 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.

2.0 METHODS

- 2.1. The Board and Superintendent shall agree in writing on Superintendent Performance Review procedures and criteria.
- 2.2. The Superintendent Performance Review process shall involve all Board members and the Superintendent. Other individuals or stakeholders may be included in the Performance Review process as agreed to by the Board and Superintendent.
- 2.3. The purpose and methods of the performance review are intended to be growth oriented, promoting both ongoing learning and improved performance.

- 2.4. Subject to 2.5, performance review sessions are to be facilitated by the 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 a third-party facilitator
- 3.0 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 as determined by the Chair and Superintendent.

Legal Reference: *School Act Sec. 85*