

Administration

ADMINISTRATOR EVALUATION AND APPRAISAL

Name _____

Date _____

	Meets District Standards	Does Not Meet Standards	Needs Improvement
<u>Instructional Leadership</u>			
1. Provides direction for the school and instructional management			
2. Provides for ongoing staff development			
3. Provides for improvement of instruction			
4. Provides for appropriate curricular offerings and effectively organizes personnel to staff offerings within resources provided			
5. Provides leadership for positive educational change			
6. Communicates and promotes standards of performance			
Narrative Comments:			
<u>School's Operation</u>			
7. Provides for effective and efficient day by day operation of the school			
8. Maintains school facilities conducive to a positive learning environment			
9. Promotes and maintains a positive school climate			
10. Utilizes effective practices to promote desirable student conduct			

11. Demonstrates effective organizational skills			
12. Demonstrates effective skills in problem analysis, decision making and judgment			
Narrative Comments:			
<u>Interpersonal Relationships</u>			
13. Works effectively with staff, students, parents, community members, superiors and peers			
14. Demonstrates effective communication skills			
15. Demonstrates sensitivity to others			
Narrative Comments:			
<u>Professional Responsibilities</u>			
16. Implements district programs, policies and procedures			
17. Participates in professional growth activities			
18. Demonstrates personal motivation and self-discipline			
19. Assumes responsibilities outside the school as related to school matters			
Narrative Comments:			

Identification of performance strengths: _____

Identification of performance areas to be improved upon: _____

Record of progress or deficiencies with respect to any existing self-identified job performance targets: _____

Record of progress or deficiencies with respect to any existing Professional Development Plan: _____

Area for consideration in future self-identified job performance targets or Professional Development Plan: _____

Identified Methods of Remediation: _____

Superintendent's comments and action recommended (to be completed for evaluation at end of year; action always subject to reconsideration:

- _____ Recommended for reappointment
- _____ Recommended for Professional Development Plan
- _____ Recommended for dismissal

Administrator's Comments: _____

Signatures:

_____ Signature of Administrator	_____ Date
_____ Signature of Superintendent	_____ Date

Date of Adoption: May 12, 2009