

## Superintendent's Evaluation Instrument Scoring Rubric

Rating	Description
Highly Effective (HE)	Performance consistently exceeds expectations. Performance demonstrates outstanding aptitude and proficiency.
Effective (EFF)	Performance consistently meets expectations. Performance demonstrates skillful competence and proficiency.
Needs Improvement (NI)	Performance inconsistently meets expectation. Performance needs attention and development. If this rating is used, specific reference to the performance concerns must be indicated by the Board member.
Unsatisfactory (UNS)	Performance is consistently unacceptable. Performance does not adequately meet expectations or fulfill responsibilities. If this rating is used, specific reference to the performance concerns must be indicated by the Board member. A written plan, including a timeline, for improving the performance may be requested of the Superintendent by the School Board.

### Process for Determining the Superintendent's Overall Rating

1. Board Chair completes the Evaluation Matrix (see below) by using the completed FY 2013 Evaluation Instrument from each Board member:
2. Board Chair calculates the Summary Percents of Ratings.

#### **Evaluation Matrix**

Board Member	Goal 1	Goal 2	Goal 3	Goal 4	Goal 5	Rating	Summary Percents of Ratings Based on 35 Ratings
1							
2						Highly Effective (HE)	
3						Effective (EFF)	
4						Needs Improvement (NI)	
5						Unsatisfactory (UNS)	
6							
7							

3. The Board Chair applies the rule below to the Summary Percents of Ratings to determine the Superintendent's Overall Rating. (In case of a tie in Summary of Percent of Rating, the Superintendent receives the higher Overall Rating.)

- Highly Effective: >50% are Highly Effective
- Effective: >50% are Effective and Highly Effective
- Needs Improvement: >50% are Needs Improvement and Unsatisfactory
- Unsatisfactory: >50% is Unsatisfactory

4. Please check the Overall Rating received.

- Highly Effective:
- Effective
- Needs Improvement:
- Unsatisfactory