

**EVALUATION OF THE SUPERINTENDENT**

Both the Goffstown School Board and New Boston School Board shall conduct an annual formal evaluation of the Superintendent of SAU #19. Through this evaluation, both boards will strive to accomplish the following:

1. Clarify for the Superintendent his/her role in the school system as seen by the Board and per policy CB and CB-R.
2. Clarify for all Board members the role of the Superintendent in the light of his/her job description and the immediate priorities among his/her responsibilities as agreed upon by the Board and the Superintendent.
3. Develop harmonious working relationships between the Board and Superintendent.
4. Provide effective administrative leadership for the school system. The Board will provide the Superintendent with periodic opportunities to discuss Superintendent-Board relationships and will inform him/her, at least annually, of its assessment of his/her performance.

Prior to the Superintendent evaluation, the Superintendent will give to each board a confidential letter of reflection for the board to review from the past year.

Members of the School Boards of SAU#19 will evaluate the Superintendent independently, in January of each year, using the "form" adopted by the Board for this purpose (see CBI-R) and submit same to their Chair on or before January 15. Each School Board Chair will submit a composite/summary evaluation report using the same forms to the SAU Chair by the 20th of January. On or before January 31, the SAU Chair will prepare the Evaluation of the Superintendent based on the School Board Chair evaluation reports and present the evaluation to the Superintendent. This final evaluation will be distributed to the School Board Chair to share with the Board. The Chair will return this confidential report to the Superintendent immediately following that Board meeting. The SAU Board Chair and the Superintendent will each retain a copy of the written evaluation report.

Evaluation of the Superintendent shall be conducted in such manner as to:

1. Provide positive and constructive feedback to the Superintendent that will support and promote the Superintendent's professional growth and development;
2. Help the Board evaluate its work in planning the educational program in this community; and
3. Strengthen the working relationship between the Board and the Superintendent by providing a comprehensive vehicle of communication.

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(continued)**

Should any area in an evaluation be found to be in need of improvement, the SAU Executive Committee may choose to develop a Personal Improvement Plan with the Superintendent which contains specific objectives and a timeline for completion of each objective.

Proposed: 12/09/91  
Adopted: 01/06/92  
Revised: 02/07/05  
Adopted: 03/07/05  
Proposed: 11/13/19  
Adopted: 11/20/19