



Huntington Beach Union High School District Board Policies and Administrative Regulations

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Administration

Evaluation of Superintendent

The Governing Board shall evaluate the Superintendent annually. Each evaluation shall cover the period from July 1 to June 30 and will be completed in August each year.

Through evaluation of the Superintendent, the Board shall strive to accomplish the following:

1. Clarify for the Superintendent his/her role in the school system as seen by the Board.
2. Clarify for all Board members the role of the Superintendent based on 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 administrative leadership for the school system.

Performance Objectives

The Board shall develop, with the Superintendent, a set of performance objectives based on the needs of the school system. The Superintendent's performance shall be reviewed in accordance with these specified goals. Additional objectives shall be established at intervals agreed upon with the Superintendent.

The Board and Superintendent shall agree in writing on:

1. A limited number of mutually agreed upon performance objectives to be identified by August 1.
2. A description of activities to be performed or standards of behavior expected to achieve the projected results.
3. The availability of needed resources, existing constraints such as budget, personnel and contract conditions, and other factors which may have an effect on the accomplishment of the objectives.
4. The results expected.
5. A calendar of dates for fulfilling the objectives.

Evaluation of Superintendent (continued)

Rating Scale Checklist

An appropriate rating scale checklist shall be utilized to supplement the evaluation of performance objectives.

Evaluation Process

1. Each Board member shall individually evaluate the performance of the Superintendent based upon the performance objectives.
2. Each Board member shall complete a rating scale checklist.
3. 4. At a subsequent date, the Board shall meet with the Superintendent to discuss the evaluation.