

**Sedona-Oak Creek JUSD #9
Superintendent Evaluation Form**

Assess your view of the Superintendent's performance by scoring each item below. You may also include additional comments regarding each area of evaluation. Individual scores will be combined to form a single composite score that represents the Board's evaluation.

Please circle the appropriate number or "N/A" as follows:

- 4=Performance Exceeds Standards and Expectations
- 3=Performance Meets Standards and Expectations
- 2=Performance Needs Improvement
- 1=Performance Is Unsatisfactory
- N/A=No Basis for Evaluation/Not Observed

A. Relationship with Governing Board

	1	2	3	4	N/A	
1						Keeps Board informed on issues, needs and operation of the District
2						Attends and participates in all Board and committee meetings unless excused, and is well-prepared for all meetings
3						Provides the Board with the facts, reports and objective information needed to allow the Board to make informed decisions
4						Takes prompt action to implement all Board directives
5						Advises the Board on the need for new and/or revised policies
6						Develops and implements rules and regulations in keeping with Board policy
7						Acts on own discretion when appropriate and necessary, and reports such action to the board as soon as practicable
8						Is responsive to Board requests for additional information and/or recommendations
9						Works effectively and collaboratively with the Board to achieve District goals, as established by the Board

Additional comments regarding relationship with Governing Board, if any:

➤ _____

➤ _____

➤ _____

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Superintendent Evaluation Form**

B. Management

	1	2	3	4	N/A	
10						Ensures that all District activities are conducted in accordance with federal and state laws and regulations, and with District policies and regulations
11						Provides overall direction and supervision of daily operations and management of the District
12						Assumes responsibility for the District's overall financial planning and for the preparation of the annual budget that reflects District priorities and available resources
13						Administers the budget and keeps all expenditures within budget limits
14						Provides clear and timely budget reports and updates for Board review and approval
15						Oversees analyses regarding the District's long-range financial needs and presents the results of such analyses to the Board
16						Solicits and listens to feedback and input from District employees and uses that information for improvements in administration and education when appropriate
17						Establishes and fosters an atmosphere of support, cooperation and collaboration with all District employees
18						Communicates clearly and effectively with District employees
19						Fosters strong morale among District employees and inspires all employees to succeed and realize their full potential
20						Takes necessary steps to remain fully informed about all significant aspects of schools in the District, including any challenges or problems that need to be addressed
21						Establishes and fosters an atmosphere of support and safety for District students that will allow them to realize their full potential
22						Uses human and fiscal resources effectively and responsibly

Additional comments regarding management, if any:

✓ _____
 ✓ _____
 ✓ _____

C. Community/Public Relations

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Superintendent Evaluation Form**

	1	2	3	4	N/A	
23						Effectively builds community support for the District
24						Solicits and listens to community feedback and input regarding the District and uses it for improvements in administration and education when appropriate
25						Provides the Board with thoughtful analysis of community needs and recommendations, if warranted, regarding meeting such needs
26						Keeps the public informed about District policies, practices and problems
27						Is an effective spokesperson for the District
28						Has effective and strong relationships with business executives, civic leaders, and legislative representatives
29						Is viewed as a community leader

Additional comments regarding community/public relations, if any:

➤ _____

➤ _____

➤ _____

➤ _____

D. Leadership

	1	2	3	4	N/A	
30						Sets an example as an educational leader for District employees and the community
31						Makes decisions that are aligned with the District's mission: Preparing every student for success in college, career and life.
32						Works effectively with the Board, District employees and community to develop and prioritize short- and long-range strategic objectives for the District
33						Maintains high standards of ethics, honesty and integrity in all personal and professional matters
34						Keeps informed about educational trends, effective educational practices, and new education legislation and regulations

Additional comments regarding leadership, if any:

➤ _____

➤ _____

Additional comments regarding Superintendent's performance generally:

Sedona-Oak Creek JUSD #9
Superintendent Evaluation Form

✓

✓

✓

✓

Board President

Date

Superintendent

Date