Policy CBG: EVALUATION OF THE SUPERINTENDENT

Status: ADOPTED

Original Adopted Date: 08/01/2003 **| Last Revised Date:** 07/01/2026 **| Last Reviewed Date:** 10/15/2026

The board of education will annually complete an evaluation of the superintendent's performance using an evaluation instrument reflecting the Essential Principles of Effective Evaluation as adopted by the Missouri State Board of Education (State Board). Pursuant to these principles, the evaluation process should:

1. Use research-based performance targets aligned with state standards;

2. Establish indicators of performance articulated across differentiated levels with standards specifying expectations at all levels of practice;

3. Provide for the accurate and appropriate accumulation of performance data;

4. Use student growth in learning as a significant contributing factor in the evaluation of practice at all levels, using a wide variety of student performance measures;

5. Assess performance on a regular basis, provide timely feedback from multiple sources to promote development at all career stages, and support overall improvement;

6. Be designed to ensure that evaluators who collect evidence of performance and provide feedback are highly trained and objective, ensuring that ratings are fair, accurate, and reliable; and

7. Be designed to guide district decisions regarding determinations of status, recognition, development, interventions, and policies that impact student learning in the system.

The primary purpose of the evaluation is to improve student performance by promoting the continuous growth of the superintendent in a way that aligns with the district's Continuous School Improvement Plan (CSIP). Results of the evaluation will inform employment and compensation decisions and may be, but are not required to be, the only factor considered.

Standards-Based Evaluation

The board will measure performance based on the Department of Elementary and Secondary Education's Missouri Superintendent Standards.

Evaluation Process

The purpose of the evaluation process is to provide the superintendent information and feedback designed to improve effectiveness as superintendent. The board and superintendent will meet regularly during the school year to discuss the superintendent's progress toward identified areas of focus, otherwise known as performance indicators.

The superintendent and board will jointly identify two or three performance indicators based on the Missouri Superintendent Standards for the upcoming year's evaluation. Performance indicators

must be aligned with the district's current CSIP. The board and superintendent will identify how growth will be determined for each performance indicator as well as specific data sources and evidence for each performance indicator.

The board and the superintendent will meet at least once prior to the annual evaluation to discuss the superintendent's progress toward the performance indicators. During each meeting, the board will provide feedback to the superintendent on the performance indicator progress.

Annual Evaluation

The annual evaluation incorporates all the evidence accumulated through the year to determine the superintendent's level of growth on the identified performance indicators. It reflects the board's final assessment of the superintendent's performance for the evaluation period. The board will meet with the superintendent to review the final data collected and other evidence of progress. Each board member will prepare an individual assessment of the superintendent's progress on the performance indicators and any other issues that arose during the evaluation process. The board president will combine all ratings and share the compiled information with the entire board. In closed session, the board president will lead a discussion to determine one rating for each performance indicator, what feedback will be provided to the superintendent, and what action, if any, should be taken on the superintendent's contract. The superintendent and the board will meet to discuss the results of the annual evaluation. The superintendent will be provided a copy of the evaluation and given the opportunity to respond in writing to any item on the evaluation.

Additional Evaluation Factors

Nothing in this evaluation process prevents the board from addressing additional concerns related to the superintendent's performance as they arise throughout the year. Board members must share such concerns with the rest of the board at the first opportunity. The board will then determine whether the concern requires a modification to the selected performance indicators or whether a separate action is necessary or more appropriate.

Evaluation Records

The annual evaluation and any written responses by the superintendent will be maintained in the superintendent's personnel file in accordance with the state retention manuals applicable to schools.

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Policy Reference Disclaimer:
These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description

§ 161.855. RSMo.	State Statute
§ 168.201, RSMo.	State Statute
§ 168.410, RSMo.	State Statute
5 C.S.R. 20-400.375	State Regulation

MSIP	Description
L-3	MSIP STANDARDS
L-6	MSIP STANDARDS
TL-5	MSIP STANDARDS

Cross References

Code	Description
BBA	SCHOOL BOARD POWERS AND DUTIES
GBL	PERSONNEL RECORDS
GBL-AP(1)	PERSONNEL RECORDS
GBL-AF(1)	PERSONNEL RECORDS - (Certificated New Employee Information)
GBL-AF(2)	PERSONNEL RECORDS - (Non-Certificated New Employee Information)
GBL-AF(3)	PERSONNEL RECORDS - (Ethnicity and Race Staff Self-Identification Form)
GBL-AF(4)	PERSONNEL RECORDS - (Beneficiary Designation)