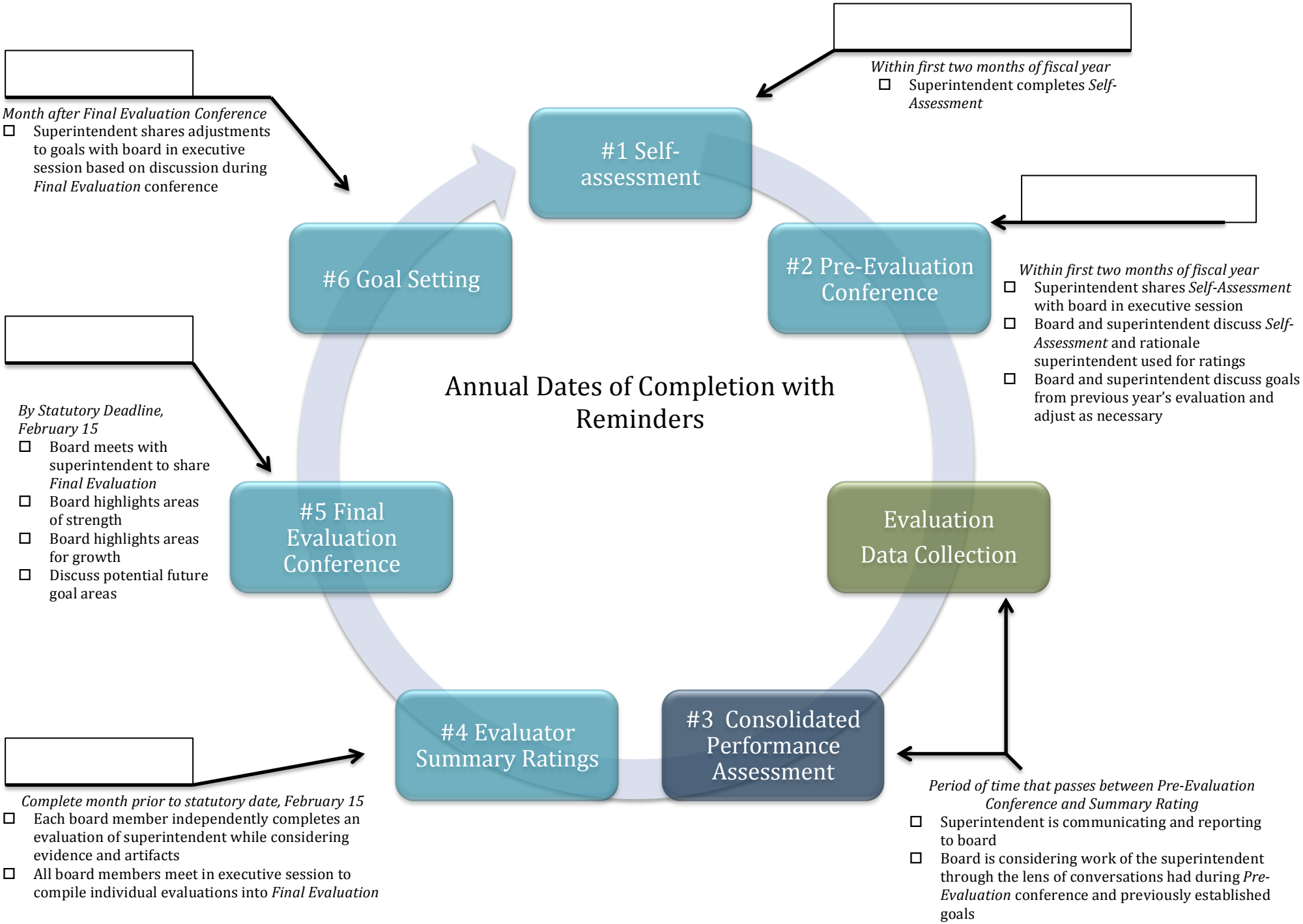
Annual Dates of Completion with Reminders
#1 Self-assessment
#2 Pre-Evaluation Conference
Evaluation Data Collection
#3 Consolidated Performance Assessment
#4 Evaluator Summary Ratings
#5 Final Evaluation Conference
#6 Goal Setting
Within first two months of fiscal year
Superintendent completes Self-Assessment
Within first two months of fiscal year
Superintendent shares Self-Assessment with board in executive session
Board and superintendent discuss Self-Assessment and rationale superintendent used for ratings
Board and superintendent discuss goals from previous year's evaluation and adjust as necessary
Period of time that passes between Pre-Evaluation Conference and Summary Rating
Superintendent is communicating and reporting to board
Board is considering work of the superintendent through the lens of conversations had during Pre-Evaluation conference and previously established goals
Complete month prior to statutory date, February 15
Each board member independently completes an evaluation of superintendent while considering evidence and artifacts
All board members meet in executive session to compile individual evaluations into Final Evaluation
By Statutory Deadline, February 15
Board meets with superintendent to share Final Evaluation
Board highlights areas of strength
Board highlights areas for growth
Discuss potential future goal areas
Month after Final Evaluation Conference
Superintendent shares adjustments to goals with board in executive session based on discussion during Final Evaluation conference