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

Month after Final Evaluation Conference
- Superintendent shares adjustments to goals with board in executive session based on discussion during Final Evaluation conference

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

By Statutory Deadline, 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

Annual Dates of Completion with Reminders

#1 Self-Assessment

#2 Pre-Evaluation Conference

#3 Consolidated Performance Assessment

#4 Evaluator Summary Ratings

#5 Final Evaluation Conference

#6 Goal Setting