

**GENERAL SCHOOL ADMINISTRATION**

**CODE: CFB**  
**POLICY**

**EVALUATION OF ADMINISTRATORS OTHER THAN SUPERINTENDENT**

Each year prior to February, the superintendent shall have on file an evaluation for each administrator in the district other than the superintendent. The evaluation shall be completed by the superintendent with input from immediate supervisors.

The superintendent or other administrative supervisor will conduct an annual goals-planning conference with each administrator at the beginning of each evaluation cycle. Additional informative conferences should be conducted with each administrator prior to completion of the summative evaluation.

The administrator evaluation and superintendent's recommendation shall not constitute a contractual obligation by the school district. The board of trustees remains as the final authority in approving the contractual employment of each administrator. Prior to taking action on an administrator's contract, the board shall consider the recommendation of the superintendent. The board, however, shall be under no obligation to renew an administrator's contract and may elect to not renew an administrator's contract regardless of the evaluation of the administrator and without any obligation to give the administrator reasons for the decision not to renew the contract or a hearing and opportunity to respond.

**ADOPTION DATE: OCTOBER 11, 1995**

**REVIEW DATE: MAY 14, 2014**