SWALLOW SCHOOL DISTRICT
BOARD OF EDUCATION POLICY

EVALUATION OF ADMINISTRATORS

The Superintendent is responsible for conducting an annual evaluation of the administrators. The evaluation will be an assessment of the administrator's performance in fulfilling the duties detailed in the job description and accomplishments of specific job targets previously identified. Annually, by the end of January, a written, summative evaluation will be provided to the administrator. If desired, the administrator will be given a fifteen (15) day opportunity to respond.

Annually, the Superintendent will meet with the Board to discuss the evaluation of the administrator's performance. The Board or Superintendent may invite the administrator to all or part of that meeting.

References: Wisconsin Statute 120.02(1)(q), Administrative Job Description(s)

APPROVED: April 16, 2003
REVISED: March 16, 2005
REVIEWED: November 9, 2005
REVISED: December 11, 2007
EDITED: February 17, 2010, May 16, 2012

Confirmed by: _____, President

_____, Clerk