

**FOSTER-GLOCESTER REGIONAL SCHOOL DISTRICT  
GLOCESTER, RI**

**EVALUATION OF ADMINISTRATIVE PERSONNEL**

**PURPOSE:**

This policy serves the purpose of setting forth the process, procedures and instrument for the evaluation of administrative personnel as required by the School Committee.

**PHILOSOPHY:**

The Committee recognizes that regular appraisal of administrative performance is critical to the realization of the District's educational goals.

It further acknowledges that the primary purpose of administrators' evaluations is the growth of the individual staff member which, in turn, should lead to the strengthening of the school staff as a whole, and the ultimate improvement of the instructional program.

**PROCEDURES:**

On or before July 30 – Submission of goals for the coming school year.

On or before March 1 -

1. Listing of your major accomplishments to date during the school year.
2. Assessment of the extent to which you have completed each of the goals and objectives you established for yourself for the school year.
3. Identification of the goals which you feel you will be unable to fulfill during the school year and the barriers causing same.
4. Identification and assessment of additional goals you have or intend to fulfill during the school year which were not listed in your previously established goals.
5. Identification of major problems which confronted you during the school year.
6. Any principal with an assistant principal will evaluate and conference with that person and bring the results of that evaluation with them to the principal's evaluation session.

The Superintendent will hold an evaluation conference during April, where he/she will review the evaluation with the principal. The Superintendent will send a copy of each administrator's goals to the school committee once he/she has received them for informational purposes only.

Adoption: February 6, 1996  
Revised: April 6, 1999