

PERSONNEL – ADMINISTRATIVE EVALUATION

The School Board of Bemidji Area Schools recognizes that accountability is a key factor in maintaining high performing schools. A comprehensive evaluation system establishes accountability and creates a consistent means for professional growth.

The Superintendent is responsible for developing procedures and forms that facilitate the evaluation of administrative staff. Administrators shall develop a Professional Growth Plan annually. Administrators required to hold a license shall be evaluated in accordance with the provisions of Minnesota Statute §§122A.40 during the applicable probationary period and all other administrators shall be evaluated annually. A Summative Evaluation–must be designed to improve teaching and learning by supporting the principal in shaping the school’s professional environment and developing teacher quality, performance, and effectiveness. Assistant Principals will be evaluated by Principals.

The annual evaluation must:

1. Support and improve a principal’s instructional leadership, organizational management, and professional development, and strengthen the principal’s capacity in the areas of instruction, supervision, evaluation, and teacher development.
2. Include formative and summative evaluations.
3. Be consistent with a principal’s job description, a district’s long-term plans and goals, and the principal’s own professional multiyear growth plans and goals, all of which must support the principal’s leadership behaviors and practices, rigorous curriculum, school performance, and high-quality instruction.
4. Include on-the-job observations and previous evaluations.
5. Allow surveys to help identify a principal’s effectiveness, leadership skills and processes, and strengths and weaknesses in exercising leadership in pursuit of school success.
6. Use longitudinal data on student academic growth as 35 percent of the evaluation and incorporate district achievement goals and targets.
7. Be linked to professional development that emphasizes improved teaching and learning, curriculum and instruction, student learning, and a collaborative professional culture.
8. For principals not meeting standards of professional practice or other criteria under this subdivision, implement a plan to improve the principal’s performance and specify the procedure and consequence if the principal’s performance is not improved.

Legal References: Minn. Stat. §§ 123B.147 Principals

ISD NO. 31

SBR 200-10-7

ORIGINAL: 18 JULY 2011

REVISED: 18 MARCH 2013

PAGE 1 OF 1