

## **EVALUATION OF THE EXECUTIVE OFFICER**

The Board shall institute and maintain a comprehensive program for the evaluation of the Executive Director on a regular basis.

Through evaluation of the director, the Board shall strive to accomplish the following:

1. Clarify for the director his/her role in the PPBOCES by defining objectives that will contribute to the achievement of the PPBOCES' goals.
2. Clarify the role of the director in view of his/her job description and the immediate priorities among his/her responsibilities.
3. Develop improved communication and harmonious working relationships.
4. Provide administrative leadership of excellence for the PPBOCES.
5. Measure the director's professional growth and development and level of performance.

The evaluation of the director shall be based on criteria stated in the job description and the goals of the PPBOCES.

The director's performance shall be reviewed at least annually in accordance with the PPBOCES' goals.

The evaluation process shall be initiated by the SAC chairperson. The evaluation document prepared by the SAC Chairperson shall represent a synthesis of information collected from Board members, superintendents, and staff.

The evaluation document shall be prepared in writing. The director shall have an opportunity to review the document with the Board in executive session. The report shall be signed by the executive director, the president of the Board, and the SAC chairperson.

The evaluation document shall contain a written improvement plan, be specific as to performance strengths and weaknesses, specifically identify data sources and sources of information upon which the evaluation was based.

Nothing in this policy shall be construed to imply the establishment of any personal rights not explicitly established by statute, Board policy, or contract. All employment decisions remain within the sole and continuing discretion of the Board.

LEGAL REFS.: C.R.S. 22-9-101 et seq. (Licensed Personnel Performance Evaluation Act)  
CROSS REF.: CBA/CBC, Qualifications/Powers/Responsibilities of Executive Director

Adopted: April 24, 2008  
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