

## NWABSD Special Meeting

Monday, January 23, 2023 8:00 AM

District Office Boardroom, 744 Third Ave., Kotzebue, AK 99752

1.	<u>CALL TO ORDER, ROLL CALL</u>	<b>Presenter:</b> Margaret Hansen, President
2.	<u>MOMENT OF SILENCE</u>	<b>Presenter:</b> Margaret Hansen, President
3.	<u>PLEDGE OF ALLEGIANCE</u>	<b>Presenter:</b> Margaret Hansen, President
4.	<u>INTRODUCTION OF GUESTS/STAFF</u>	<b>Presenter:</b> Margaret Hansen, President
5.	<u>PUBLIC COMMENTS</u>	<b>Presenter:</b> Margaret Hansen, President
6.	<u>EXECUTIVE SESSION</u>	<b>Presenter:</b> Margaret Hansen, President
7.	<u>ACTION ITEM</u>	
7.A.	NWABSD Memorandum 23-040 Approval of Superintendent Evaluation	
8.	<u>ADJOURNMENT</u>	

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 23, 2023

**NUMBER:** 23-040

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Superintendent  
Evaluation

### **ABSTRACT**

Board member approval of Superintendent Evaluation summary is required.

### **ISSUE**

At issue is the board approval of the Superintendent Evaluation facilitated by Dave Herbert from Alaska's Association of School Boards (AASB) on January 23<sup>rd</sup>, 2023.

### **BACKGROUND AND/OR PERTINENT INFORMATION**

Board Policy 2123 Evaluation of the Superintendent states that the Board believes that an annual evaluation of the Superintendent's performance strengthens working relationships between the Superintendent and the Board. The evaluation process should clarify the Superintendent's role and give the Board and Superintendent an opportunity to jointly identify immediate priorities among the Superintendent's many responsibilities. Evaluations also should help the Board to monitor progress toward established goals and to set reasonable criteria for salary increases and/or contract extension. The Board shall meet with the Superintendent to discuss the evaluation, including commendations in areas of strength and recommendations for improving effectiveness. The Superintendent and Board members shall agree upon and sign an evaluation summary. Additional evaluations may be arranged at any time during the school year at the request of either the Board or the Superintendent.

### **ALTERNATIVES**

1. Approve the Superintendent Evaluation summary as presented.
2. Disapprove the Superintendent Evaluation summary as presented.
3. Take no final action.

## **BP 2123 EVALUATION OF THE SUPERINTENDENT**

The Board believes that an annual evaluation of the Superintendent's performance strengthens working relationships between the Superintendent and the Board. The evaluation process should clarify the Superintendent's role and give the Board and Superintendent an opportunity to jointly identify immediate priorities among the Superintendent's many responsibilities. Evaluations also should help the Board to monitor progress toward established goals and to set reasonable criteria for salary increases and/or contract extension.

The Board shall meet with the Superintendent to discuss the evaluation, including commendations in areas of strength and recommendations for improving effectiveness. The Superintendent and Board members shall agree upon and sign an evaluation summary. Additional evaluations may be arranged at any time during the school year at the request of either the Board or the Superintendent.

*(cf. 2121 - Superintendent's Contract)*

The evaluation process shall be reviewed annually to determine whether any of the following steps need improvement:

1. Developing or reviewing/revising the superintendent's job description.
2. Adopting or reviewing/revising evaluation policy.
3. Establishing clear criteria to include progress on district goals.
4. Establishing or reviewing/revising the evaluation process.
5. Carrying out the evaluation.
6. Summarizing the results.
7. Discussing the results with the superintendent.
8. Developing a plan for growth and improvement.

*(cf. 9321 - Executive Sessions)*

*Adopted: February 25, 1994*

**Northwest Arctic Borough School District**