

SUPERINTENDENT’S COMPENSATION AND BENEFITS

1. At the time of employment by the Board, the Superintendent’s contract shall include the compensation and all benefits agreed upon between the Board and Superintendent.
2. The initial term shall be for no less than two years and not more than four years.
3. After the initial term, the term of employment shall be determined by the Board, not to exceed four years.
4. The School Board shall not renegotiate the terms of the contract of the Superintendent between a school board election and the taking of office of newly elected members.
5. When a superintendent’s contract is being renegotiated, each member of the School Board will be notified at least 30 days in advance of any meeting at which a vote is planned on the renegotiated contract unless the members agree unanimously to take the vote without the 30 days notice.
6. Each Board member’s vote on the renegotiated contract shall be recorded in the minutes of the meeting.
7. The Superintendent’s contract is available to the public pursuant to the Virginia Freedom of Information Act.

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Revised: February 17, 2014
Revised: June 19, 2018

Legal Reference: Code of Virginia, 1950, as amended, §§ 22.1-60

Cross Reference: CBB Appointment and Term of the Division Superintendent

EVALUATION OF THE SUPERINTENDENT

1. The evaluation of the Superintendent, which parallels the School Board's self- evaluation, has two major components: First, and most important, is the assessment of the Superintendent in helping to achieve the Biennial Board/Superintendent Priorities. Second is the assessment of the effectiveness of the Superintendent in the discharge of his/her role.
2. The evaluation of the Superintendent shall include and be based on the following items, provided yearly:
 1. Information provided to the School Board by the Superintendent:
 - a.) a completed copy of the Superintendent Evaluation Instrument
 - b.) a completed copy of the Evaluation of the Biennial Board/Superintendent Priorities.
 2. Information provided to the Chair or Designee by all School Board members:
 - a.) a completed copy of the Superintendent Evaluation Instrument
 - b.) a completed copy of the Evaluation of the Biennial Board/Superintendent Priorities.
3. The Chair or Designee shall collate the results.
4. The results shall be provided to School Board members and the Superintendent in advance of the annual June Board meeting designated to discuss evaluations and priorities.
5. The School Board shall provide the Superintendent with a detailed oral evaluation in Closed Meeting.
6. The School Board Chair, at the direction of the Board, provides a summary written evaluation to include any compensation adjustments for the next school year.
7. This evaluation will be completed by June 30th.

Relationship of Strategic Plan, Biennial Board/Superintendent Priorities and Evaluation:

1. The Biennial Board/Superintendent Priorities support the achievement of the School Division's mission and goals.
2. The Strategic Plan provides the evidence by which the School Board can measure achievement on the five division goals.

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3. In November/December, the Superintendent will provide an update on Board/Superintendent Biennial Priorities.
4. Initial discussions of the midyear review can be held.
5. In open session discuss progress on priorities.
6. In closed session, give feedback to the Superintendent on his/her job performance.
7. In closed session the Superintendent provides an overview of performance of key administrators.
8. The Superintendent's evaluations will include student academic progress as a significant component and an overall summative rating.

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Legal Reference: Code of Virginia, 1950, as amended, section 22.1-60.1

Guidelines for Uniform Performance Standards and Evaluation Criteria for Superintendents, Virginia Board of Education, as revised on July 23, 2015.

Cross Reference:

CBA Qualifications and Duties for the Superintendent