

EVALUATION OF SCHOOL BOARD OPERATIONAL PROCEDURES FORM

ANNUAL SELF-APPRAISAL OF THE SCHOOL BOARD

WHY IS BOARD EVALUATION FOR YOU?

Take a few moments to analyze your board, your relationships, your operation, your meetings, your school system, the publics you serve, and your commitment to educational excellence.

Why evaluate? Because you want accountability. You want improvement in your operations. Because you want to do the best you can for your school system and community. This commitment to quality, to excellence, and to local control of the educational system is the real why.

BOARD EVALUATION

The following list of items pertains to the operation of the school board. Each board member rates his or her individual performance and the board as a whole. When evaluating your individual performance, reframe the question in terms of "I." The evaluation scale to be used is:

5 – Outstanding 4 – Good 3 – Satisfactory but could improve 2 – Weak and should improve 1 – Ineffective

Self Only

Board as a Whole

A. Board qualities

- | | | |
|--|-------|-------|
| 1. Board members demonstrate through actions that they believe all children can learn. | _____ | _____ |
| 2. Board members make decisions in terms of what is best for students. | _____ | _____ |
| 3. Board members are independent, open-minded and respect the decisions of fellow board members and the administration. | _____ | _____ |
| 4. The board strives to improve board skills and keep abreast of educational issues by attending workshops/conferences at the local, regional, and state levels. | _____ | _____ |
| 5. The board understands their role as a policy making body. | _____ | _____ |
| 6. The board annually reviews and revises the districts long-range plan. | _____ | _____ |

5 – Outstanding 4 – Good 3 – Satisfactory but could improve 2 – Weak and should improve 1 – Ineffective

Self Only

Board as a Whole

B. Board relationship with the superintendent

- | | | |
|--|-------|-------|
| 1. The board keeps the superintendent informed on issues, needs, and complaints in a manner allowing the superintendent the opportunity to solve related problems in a professional manner. | <hr/> | <hr/> |
| 2. The board establishes written policies which clearly interprets its position on policy matters pertaining to the school district thereby enabling the superintendent to properly carry out the wishes of the board. | <hr/> | <hr/> |
| 3. The board publicly supports the superintendent’s administrative regulations and decisions and relays any disagreement in a private or executive session. | <hr/> | <hr/> |
| 4. The board disregards personalities and considers the recommendations of the superintendent in an unbiased and objective manner. | <hr/> | <hr/> |

C. Board relationships with the community

- | | | |
|---|-------|-------|
| 1. Board members recognize that they represent the “entire” community and that it has entrusted them with the educational development of the children and youth of the community. | <hr/> | <hr/> |
| 2. The board takes the initiative in helping all community members to have all the facts all the time about their schools so it will readily provide the finest possible school program, school staff, and school facilities. | <hr/> | <hr/> |
| 3. The board recognizes that the community expects its primary concern to be what is in the best interest of each and every student without distinction as to who they are or what their background may be. | <hr/> | <hr/> |
| 4. Board meetings are conducted in accordance with the open meeting law. | <hr/> | <hr/> |

5 – Outstanding 4 – Good 3 – Satisfactory but could improve 2 – Weak and should improve 1 – Ineffective

Self Only

Board as a Whole

D. Board relationship to financial management of the schools

- | | | |
|--|-------|-------|
| 1. The board establishes the policies and provides the necessary resources to properly manage the finances of the school district. | _____ | _____ |
| 2. The board requires proper accountability for the expenditure of school district funds. | _____ | _____ |
| 3. The board utilizes approved funding to maintain a high quality educational program in the district. | _____ | _____ |
| 4. The board keeps the community informed about the financial needs of the school district. | _____ | _____ |
| 5. The board ensures that the budget reflects the district's long-range planning. | _____ | _____ |

E. General Statements

Identify three strengths of your school board:

1. _____

2. _____

3. _____

Identify three areas where your school board could improve.

1. _____

2. _____

3. _____

Identify three priority performance goals for your board for the next school year.

1. _____

2. _____

3. _____

Identify any areas for clarification of the role of the superintendent and the board.
