

EDMONTON PUBLIC SCHOOLS

March 10, 2009

TO: Board of Trustees

FROM: Trustee D. Fleming, Planning and Policy Committee
Trustee G. Gibeault, Chair Planning and Policy Committee
Trustee K. Shipka, Planning and Policy Committee

SUBJECT: Board Policy Review - GGB.BP Evaluation of Superintendent of Schools

ORIGINATOR: B. Tams, Assistant Superintendent

RESOURCE
STAFF: David Fraser, Mark Liguori, Ellen Ogilvy

RECOMMENDATION

1. That revised Board Policy GGB.BP Evaluation of Superintendent of Schools (Appendix I) be introduced.
2. That revised Board Policy GGB.BP Evaluation of Superintendent of Schools be considered for the first time.
3. That revised Board Policy GGB.BP Evaluation of Superintendent of Schools be considered for the second time.

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Background

The existing policy has been in place since July 2000. The policy has been reviewed by staff in Personnel Staff Relations and Support Services. General Counsel and Assistant Superintendent Coggles have been consulted. The policy has been placed on the web for feedback from the public.

Rationale

The revisions to this policy clarify that the evaluation of the Superintendent will be based on the achievement of the District priorities and any other initiatives that the Board has approved. The District's mission statement is foundational to the District's priorities and is thus addressed through the policy.

Of the 37 respondents to the web survey, 8% were parents and 5% were community members, 30% were administrators, and 57% were other staff members. Eighty five percent of respondents indicated the policy was clear, 80% saw no need for additions to the policy and 92 % suggested no deletions.

On the web survey there were three comments about public access to the Superintendent's evaluation report, both asking why this report would not be made public if the results were presented at a public board meeting, and asking why it would be made public, as this was perceived to be a private matter. A community member spoke of the absence of criteria in the policy and a staff member suggested that the policy was too open to interpretation.

Our practice has been to include the conditions of evaluation and reporting at Board in the superintendent's employment contract. Therefore, such reporting has been a condition of employment.

BT:EO:cls

APPENDIX I: Revised Board Policy GGB.BP Evaluation of Superintendent of Schools

Edmonton Public Schools

Board Policies and Regulations

CODE: GGB.BP	EFFECTIVE DATE: 07-03-2000
TOPIC: Evaluation of Superintendent of Schools	ISSUE DATE: 08-03-2000
	REVIEW DATE: 03-2005

1. ~~In support of the district's Mission Statement,~~ The Board shall evaluate annually ~~evaluate~~ the performance of the Superintendent of Schools based on achievement of District Priorities and any other initiative that the Board has approved. ~~for the school year related to the district's Mission Statement, Board Priorities, and any other goals or objectives the board has set.~~
2.
 - a. A three (3) member Trustee sub-committee elected at the Organizational Board meeting shall be responsible for:
 - ~~b.~~ a. recommending the evaluation process to be used to Conference Committee;
 - ~~i.~~ b. organizing and overseeing the evaluation process; and
 - ~~ii.~~ c. reporting the evaluation results to the Conference Committee.
3. The Chair of the Trustee sub-committee shall report ~~the results of the evaluation~~ to Board at a public board meeting that the process has been completed.
4. The evaluation process shall provide the Superintendent of Schools with an opportunity to:
 - ~~a.~~ a. review all information used in the evaluation;
 - ~~b.~~ b. discuss the evaluation report with the Trustee subcommittee;
 - ~~e.~~ c. include a response to the evaluation in the report to Conference Committee; and
 - ~~d.~~ d. discuss the evaluation report with the Conference Committee.
5. Notwithstanding 2 c ~~a. iii.~~ and 4.a. above, if the evaluation process calls for individual Trustee evaluations of the Superintendent of Schools, the individual evaluations shall be compiled and summarized for reporting purposes by the administrator assigned to assist the committee and destroyed once the Superintendent of Schools has an opportunity to review them.

6. The Superintendent of Schools shall be provided ~~a copy~~ **copies** of the evaluation report submitted to Conference Committee and the final evaluation report to Board.
7. The Conference Committee evaluation report and Board evaluation report shall be filed in the board records. The records shall be accessible to the Superintendent of Schools, any ~~a~~ Board Trustee for that evaluation period, or as directed by motion of the Conference Committee.

References:

[Trustees' Manual](#) - Board Role and Responsibilities

[School Act Alberta Regulation 2/99 - Superintendent of Schools Regulation](#)

School Act Section 113
