

**HOOKSETT SCHOOL DISTRICT
EVALUATIONS BY THE SUPERINTENDENT**

The Superintendent shall conduct an ongoing process of evaluating the Principals as well as the Directors of Maintenance, Student Services, Technology, Math Assessment and Accountability, and Media on his/her skills, abilities, and competence. Annually, the Superintendent or his/her designee will formally evaluate the Principals and the Directors of Maintenance, Student Services, Technology, Math Assessment and Accountability, and Media. The goal of the formal evaluation process is to ensure the education program for the students is carried out, promote growth in effective administrative leadership for the school district, clarify the building Principals and Directors' roles as the Board and Superintendent see it, ascertain areas in need of improvement, and focus on the immediate priorities of the Principals and Directors' responsibilities.

The formal evaluation shall include written criteria related to the job duties. The Principals/Directors may make comments responding to the formal evaluation.

The formal evaluation shall also include an opportunity for the Principals, Directors and Superintendent to discuss the written criteria, the past year's performance and the future areas of growth. The evaluation shall be completed by the Superintendent, signed by the Principals/Directors and filed in their personnel file.

This policy supports and does not preclude the ongoing informal evaluation of the Principals and the Directors of Maintenance, Student Services, Technology, Math Assessment and Accountability, and on their Media skills, abilities, and competence.

Statutory & Regulatory References:

RSA 189:14-a & b

Littkey v. Winchester School District, 219 NH 626 (1987)

NH Code of Administrative Rules Part 302 Superintendents

NH Code of Administrative Rules Part 304 School Principals

Adopted: November 6, 2001

Revised: February 16, 2021