



AP 2435 EVALUATION OF THE SUPERINTENDENT/PRESIDENT

Reference:

ACCJC Accreditation Standard IV.C.3 (*formerly IV.A*)

The Board of Trustees shall conduct an evaluation of the Superintendent/President annually and will be completed no later than July 31 of each year. The evaluation process will be as follows:

1. The annual goals for the Superintendent/President shall be mutually agreed upon by the Superintendent/President and the Board of Trustees by September 15 of each year. These will form a significant basis for the annual evaluation process.
2. The Board and the Superintendent/President will agree upon an evaluation tool which assesses the Superintendent/President's job performance, goal accomplishment, and leadership.
3. During the evaluation process, the Board may meet in Closed Session with or without the Superintendent/President to discuss the Superintendent/President's evaluation.
4. Each May, the Superintendent/President will prepare a self-assessment including a narrative related to the accomplishment of the annual goals. The Superintendent/President's self-assessment will be sent to each Board member.
5. The final written evaluation will be written by the President of the Board or his/her designee(s) and furnished in advance to the Superintendent/President. The Board will meet in Closed Session prior to July 31 with the Superintendent/President to discuss the final evaluation.
6. The final written evaluation shall be confidential and appropriately retained.

Date Approved: June 27, 2013

Legal Reference Update #25: November 2014

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