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 first the first board meeting in October 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
Revision date: July 31, 2017
Revision date: August 11, 2017