

Principal Evaluation Systems

Introduction

All principals, assistant principals, and supervisors are evaluated at least once every two (2) years by personnel certified by the Maryland State Department of Education and designated by the Superintendent. Principals and supervisors are evaluated by the appropriate director. Assistant principals and assistant supervisors are evaluated by the appropriate principal and supervisor respectively. Administrators and supervisors may be evaluated on a more frequent basis at the determination of the evaluator or at the request of the evaluatee. Evaluation of administrators and supervisors is to be completed by May 15 of each school year. (Administrator & Supervisor Evaluation Booklet, page 5)

Process

As the time of an evaluation conference, a completed evaluation report is presented that represents a fair appraisal of the administrator's/supervisor's performance. In completing the form, all six standards are rated by the evaluator as Meeting Standards, Exceeding Standards, or Not Meeting Standards. Comments in general are highly desirable because of the added detail they convey about strengths and weaknesses. They are to be specific and provide the basis for the professional assessment made. The rating categories are as follows:

Meeting Standards – Performance meets all standards and professional expectations. Effective practices and routine are established, which result in a productive learning and teaching environment.

Exceeding Standards– Performance consistently demonstrates high quality achievement of all indicators within a standard. There is convincing evidence of practices and routines that contribute to success in that standard.

Not Meeting Standards – Performance falls below professional expectations, resulting in a serious threat to the learning and teaching environment. There is little or no evidence of practices and routines that contribute to success in that standard. Specific behavior is identified which requires an immediate remedy.

- 1) How are the principal evaluation results used regarding **professional development**:

RESPONSE:

Principal evaluations may indicate a need for specific professional development in one or more of the competency indicators. The Director assigned to supervise the principal may then provide appropriate staff development activities to help the principal be more effective in the area of need. If the need for professional development is for multiple principals, the Director again may recommend a more systematic approach to providing staff development to a larger group of principals.

- 2) How are the principal evaluation results used regarding **compensation**:

RESPONSE:

Upon a successful evaluation at the end of the school year, principals are moved to their appropriate Schedule Step and Class in the negotiated agreement and compensated accordingly. (A & S Master Agreement, pages 6-7, & non-numbered 2009-2010 Salary Scale).

- 3) How are the principal evaluation results used regarding **promotion**:

RESPONSE:

Evaluations may be considered when principals apply for other administrative or supervisory positions, but are not explicitly required. (A & S Master Agreement, page 8).

- 4) How are the principal evaluation results used regarding **retention and removal**:

RESPONSE:

Principal evaluation results are used in both the retention and removal processes. The results are used to retain principals by providing them professional development growth and leadership opportunities as well as their placement on the appropriate Schedule Step and Class in the negotiated agreement.

To help retain principals, the evaluation data may also be used to provide intervention or additional staff development opportunities for principals who may be in need of specific activities to assist their professional growth.

The principal evaluation results are also a basis for the removal or reassignment of a principal based on their performance.