

SCHOOL DISTRICT OF BAYFIELD

Procedure #153.1

EVALUATION OF BOARD OF EDUCATION OPERATIONAL PROCEDURE

The Board of Education shall complete an evaluation of how the Board operates. This annual evaluation shall consist of individual Board members completing a written evaluation instrument that is turned in to the District Administrator for collation of the data into a written report and summative evaluation. This summative evaluation is to be discussed with the total Board and a plan for improvement is to be established annually by the full Board.

The suggested timelines for this process if as follows:

January Regular Meeting:

Evaluation instrument distributed and discussed along with previous years' report.

January 28th: Completed instrument returned to the District Administrator.

February Regular Board Meeting:

Collated data and written summative report distributed to all Board members.

March Regular Board Meeting:

Evaluation discussed with the full Board and improvement plans formulated.

The evaluation process is to focus on the total Board operations and not the performance of individual Board members. It is the responsibility of the Board President to discuss concerns about the performance of individual Board members (e.g. excessive absence, lack of preparation for meetings) with that Board member privately.

Adopted: December 13, 1999

Reviewed: February 7, 2008