

GRANITE FALLS SCHOOL DISTRICT

BOARD OF DIRECTORS

POLICY 9365: MONITORING THE PERFORMANCE EXPECTATIONS OF THE SUPERINTENDENT

The Superintendent's job performance will be monitored systematically and rigorously against the Superintendent's performance expectations, as provided by the Board. Prior to the beginning of each school year, the Superintendent will review with the Board performance expectations for the upcoming school year. An informal mid-year review will be provided to the Superintendent in January, with a formal review being provided at the end of the school year in June.

Accordingly:

The Board will acquire monitoring data by one or more of three methods:

1. By ***Internal Report***, in which the Superintendent discloses evidence or data as requested, or in certain areas certifies compliance information to the Board,
2. By ***External Report***, in which an external, disinterested third party selected by the Board assesses compliance with Board policies,
3. By ***direct board inspection***, in which the Board assesses compliance with the appropriate policy criteria.

In every case, the standard for compliance shall be whether the Superintendent has reasonably interpreted the Board policy being monitored. The Board will make the final determination as to whether a Superintendent interpretation is reasonable.

The Board will monitor the following Policy areas in the Performance Expectations:

- **Academic Program**- the Superintendent shall adopt and develop an academic program for the district to enable all students to meet/exceed State standards.
- **Academic Standards and Practices**- the Superintendent shall ensure that the GFSD adopts a standards-based system of instruction with a rigorous and viable curriculum for specific courses of study to achieve the districts strategic plan.
- **Asset Protection**- the Superintendent shall ensure that the district assets are protected, maintained and appropriately used.
- **Athletics and Extracurricular Activities**- the Superintendent shall ensure that the Granite Falls School District athletic programs and extracurricular activities emphasize participation by as many students as a primary objective. Our athletes, activity participants, coaches and parents should always represent Granite falls School District and the Community of Granite Falls with the utmost respect as well as adhere to all school rules and policies while participating in athletic events and extracurricular activities.
- **Budget Execution**- the Superintendent shall ensure that no material deviation from the annual budget or budget policy adopted by the Board shall occur. Nor shall they cause or allow any fiscal condition that is inconsistent with achieving the Board's goals or place the long-term financial health of the district in jeopardy.
- **Budget Planning**- prior to budget planning the Superintendent will gather input from the Granite Falls School Board of Directors. Financial planning for any fiscal year shall not deviate materially from the Board's policies, risk fiscal jeopardy to the district, or fail to be derived from a multi-year plan.
- **Communication and Counsel with the Board**- With respect to providing information and counsel with the Board, the Superintendent shall give the Board as much information as necessary to be adequately informed.
- **Communication with the Public**- the Superintendent shall establish a formal public relations/communications plan to involve and keep the community aware of the district goals, successes, and other critical communications.

- **District Calendar-** the Superintendent shall prepare for Board adoption a negotiated district calendar for at least the current and subsequent school years that provides for the number of instructional and contact hours and days determined by the State and that meets the instructional needs of students. This is based on the negotiated contract with GFEA.
- **District Management Practices-** the Superintendent shall not cause or allow any practice, activity, decision, condition, procedure or organizational circumstance, which is unlawful unethical, unsafe, disrespectful, imprudent, unfair, inequitable, disruptive, undignified or in violation of contract, Board policy, or collective bargaining agreements. If any item is in this area, the Superintendent will discuss this with the Board chair within a reasonable time period.
- **Emergency Superintendent Succession-** in order to protect the Board in the event of sudden and unexpected loss of Superintendent services, the Superintendent will assure that at least one other executive staff member is familiar with the Board and superintendent issues and processes and is capable of assuming Superintendent responsibilities on an emergency basis.
- **Facilities Management-** the Superintendent shall ensure that the District facilities are safe, clean, inviting and conducive to a teaching and learning environment.
- **Instructional Materials Selection-** the superintendent shall recommend to the Board for approval the instructional materials and textbooks to be used in the district.
- **Strategic Plan-** in order to provide clear direction for the District, the Board has developed and approved a Strategic Plan for the District. The three primary areas of the Plan are: *Quality Learning, Positive Image, and College and Career-Ready*. All other District goals and plans should correlate within the Strategic Plan.
- **Student Conduct and Discipline-** the Superintendent shall establish a school environment that is safe, civil, and supportive, conducive to effective teaching and learning, and free from unnecessary disruption.
- **Treatment of Parents, Students, and the Public-** with respect to interactions with stakeholders, the Superintendent shall ensure that parents, students and the public are treated with respect and dignity at the district level and within each classroom.
- **Treatment of Staff-** with respect to treatment of staff, the Superintendent shall ensure that staff is treated with respect and dignity.

ADOPTED: FEBRUARY 18, 2015

AMENDED: JANUARY 17, 2018