

Lebanon Community Schools

Code: **CCG**
Adopted: 6/15/98
Readopted: 3/4/10, 11/15/12
Orig. Code(s): CCG

Licensed Evaluation - Administrators

The superintendent will implement and supervise an evaluation system for administrative personnel. He/She will report to the Board annually on the performance of all administrators and make recommendations regarding their employment and/or salary status.

Formal evaluations will be made at least annually. They shall be conducted according to the following guidelines:

1. Evaluative criteria for each position will be in written form and made available to the administrator;
2. Evaluations will be made by the superintendent and/or designee;
3. Evaluations will be in writing and discussed with the administrator by the person who makes the evaluation;
4. The administrator being evaluated will have the right to attach a memorandum to the written evaluation and the right of appeal through established grievance procedures, if applicable.

Administrators' evaluations shall be customized based on collaborative efforts and include the educational leadership-administrator standards¹ adopted by the State Board of Education. The standards include:

1. Visionary leadership;
2. Instructional improvement;
3. Effective management;
4. Inclusive practice;
5. Ethical leadership;
6. Socio-political context.

¹These standards are aligned with the Interstate School Leaders Licensure Consortium (ISLLC) and the Educational Leadership Constituents Council (ELCC) standards for Education Leadership.

Evaluations must attempt to:

7. Strengthen the knowledge, skills, disposition and administrative practices of administrators;
8. Refine the support, assistance and professional growth opportunities offered to an administrator, based on the individual needs of the administrator and the needs of the school and district;
9. Allow the administrator to establish a set of administrative practices and student learning objectives that are based on the individual circumstances of the administrator;
10. Establish a formative growth process for each administrator that supports professional learning and collaboration with other administrators; and
11. Use evaluation methods and professional development, support and other activities that are based on curricular standards and are targeted to the needs of the administrator.

END OF POLICY

Legal Reference(s):

[ORS 192.660\(2\), \(8\)](#)

[ORS 332.505](#)

[ORS 342.513](#)

[ORS 342.815](#)

[OAR 581-022-1720](#)

[OAR 581-022-1723](#)

[OAR 581-022-1725](#)

Hanson v. Culver Sch. Dist. (FDAB 1975)