

## PRINCE ALBERT ROMAN CATHOLIC SEPARATE SCHOOL DIVISION NO. 6

<b>POLICY ITEM: Evaluation of Director of Education</b>	<b>CODE: AFB</b>
<b>LEGAL STATUS: Board Motion #235.06, #67.17, #306.17, #160.23</b>	<b>DATE APPROVED: 27 Feb 2017, 27 Nov 2017, 21 Aug 2023</b>

**Background:** The evaluation of the Director of Education presumes that there is a mutual trust and respect relationship between the Director of Education and the Board of Education. In the evaluation process all persons involved conduct themselves according to the principle of love laid out in the teaching of Jesus Christ.

Evaluation of the Director of Education proceeds on three assumptions:

1. The school division deserves the best leadership that can be provided;
2. The Director of Education requires feedback from the community that they serve;
3. The Director of Education is willing and able to improve their leadership skills.

**POLICY:** **The Board of Education is responsible to provide effective leadership for the school division. In order to ensure that this occurs, the Board of Education will conduct a formal evaluation of the Director of Education during each 4 year term.**

- Guidelines:**
1. The Board of Education and the Director of Education shall apply this policy with respect, love, confidentiality, objectivity, and consistency. They shall act ethically, fairly, respectfully and with due regard to their limitations. The Board of Education shall ensure its observations have accuracy, validity and reliability.
  2. The Director of Education is responsible to ensure that their evaluation occurs within a term of each board. They are to make this request to the Board of Education before May 15<sup>th</sup>.
  3. The Chair of the Board of Education is responsible to co-ordinate and lead the whole board in the evaluation process.
  4. The Board of Education will approve of the format and sequence of the evaluation process.
  5. The evaluation process should:
    - 5.1 Enhance the effectiveness of the Director of Education.
    - 5.2 Assure the Board of Education its policies are being carried out.
    - 5.3 Clarify for the Director of Education and individual board members the responsibilities the Board relies on the Director of Education to fulfil.

- 5.4 Strengthen the effective working relationship between the Board of Education and the Director of Education.
6. The Board of Education reserves the right to review the Director of Education's performance at regular intervals.
  7. The evaluation results may be used to plan a program of professional development for the Director of Education.
  8. The evaluation results will be used by the Board of Education and Director of Education to co-operatively set future job targets by which the Director of Education's performance will be measured.
  9. The Board of Education may periodically review the evaluation process through an external evaluation by the Saskatchewan School Boards Association or Saskatchewan Learning or the Catholic Section of the Saskatchewan School Boards Association.