

SUPERINTENDENT EVALUATION

In accordance with the efficient management of the school system, the Terrebonne Parish School Board recognizes its responsibility to carefully and objectively perform an evaluation of the chief executive officer and educational leader of the Terrebonne Parish School Board, the Superintendent. Therefore, any evaluation of the Superintendent shall be conducted as follows:

1. The Superintendent shall be evaluated on an annual basis in accordance with the dictates of the Louisiana Accountability Program and as an assessment of the Superintendent's performance objectives/specific targets contained in his/her contract. The annual evaluation shall occur at a Committee meeting of the Board as a whole on the fourth (4th) Tuesday of the month of June each year.
2. In an open meeting, the Superintendent shall present a report, in the form of opening remarks, on the status of his/her goal and objectives and *Professional Growth Plan* for the year being evaluated.
3. In accordance with state law and because all remarks and discussions will pertain to either the character, professional competence, or physical or mental health of the Superintendent, any such discussion during the evaluation process shall be held in executive session, provided, however, that the Superintendent may require such discussion be held in an open meeting.
4. Prior to the Committee meeting of the whole, each School Board Member shall be required to complete an ***Evaluation of the Superintendent of Schools*** form, such format as to be approved by the School Board, and submit a copy of the Form to the President of the Board and a copy to the Superintendent.
 - a. The President shall prepare a compilation of all of the forms submitted into a single evaluation document and furnish each Board Member with a copy of the compilation.
 - b. Said compilation, in the form of a single evaluation document, shall constitute, upon approval of a *majority vote of the Board*, the evaluation of the Superintendent for that year. Said document shall be placed in the Superintendent's personnel file and shall become a part of that file.

Revised: August 2012

Revised: October 2020

Ref: La. Rev. Stat. Ann. §§17:54, 17:81, 17:3881, 17:3882, 17:3883, 17:3884; Board minutes, 08-21-12, 11-3-20.