



PERFORMANCE RUBRIC

PART 1 OF EVALUATION

SUPERINTENDENT EVALUATION RUBRIC



DR. SHANE ROBBINS
2023-2024 SCHOOL YEAR



Standard: Governance & Board Relations

	INEFFECTIVE (1 PT)	PROGRESSING (2 PT)	SATISFACTORY (3 PT)	PROFICIENT (4 PT)	EXEMPLARY (5 PT)
Comprehensive Proposal Development: Offers ideas and initiatives that are thoroughly vetted, well thought out, and supported by extensive research. This includes presenting detailed plans, evidence-based practices, and anticipated outcomes.					
Information: Keeps the board regularly informed with data, reports, and information, which enables them to make effective timely decisions.					
Policy Enforcement: Interprets and executes the intent of board policies, and advises the board on the need for new and/or revised policies.					
Collaboration on Vision and Mission: Works collaboratively with the board to shape district vision, mission, and goals with measurable objectives of high expectations for student achievement.					
Effective Communication: Maintains consistent, proactive, and effective communication by sharing important updates, anticipating and addressing potential issues before they escalate, and answering questions in a timely manner.					
Superintendent /Board Relationships: Makes considerable effort to have a positive working relationship with the board, treating all board members fairly and respectfully, and attempts to resolve any serious conflicts with board members.					

AVERAGE RATING FOR THIS STANDARD:

COMMENTS (IDENTIFY STRENGTHS OR RECOMMENDATIONS FOR IMPROVEMENT)

SUPERINTENDENT EVALUATION RUBRIC



Standard: Community Relations

	INEFFECTIVE (1 PT)	PROGRESSING (2 PT)	SATISFACTORY (3 PT)	PROFICIENT (4 PT)	EXEMPLARY (5 PT)
Community Engagement and Involvement: actively fosters relationships with the community, encouraging participation and involvement in school district activities and decision-making processes. Examples include: organizing events, forums, and meetings to gather input and feedback from community members.					
Transparency and Communication with the Community: ensures open, transparent, and effective communication with the community by providing timely updates on district initiatives, policies, and events and ensuring information is easily accessible to all community members.					
Responsiveness to Community Concerns: promptly, effectively, and respectfully, addresses concerns and questions from community members. This includes setting up systems to receive and respond to feedback, as well as demonstrating a commitment to resolving issues in a timely and satisfactory manner. Superintendent is approachable.					
Building Partnerships with Community Organizations: seeks out and establishes partnerships with local leaders, businesses, non-profits, and other community organizations. These partnerships are aimed at enhancing educational opportunities, resources, and support for students and families within the district.					
Promoting a Positive Image of the School District: works to enhance and promote the positive image of the school district within the community. This includes highlighting the district's achievements, celebrating student and staff successes, and fostering a sense of pride and confidence in the district's schools.					
Effective Media Relations: maintains positive and productive relationships with local media outlets by regularly providing accurate and timely information about district initiatives, achievements, and events, and effectively managing communications during crises or significant events to ensure clear and consistent messaging.					

AVERAGE RATING FOR THIS STANDARD:

COMMENTS (IDENTIFY STRENGTHS OR RECOMMENDATIONS FOR IMPROVEMENT)

SUPERINTENDENT EVALUATION RUBRIC



Standard: Staff Relations

	INEFFECTIVE (1 PT)	PROGRESSING (2 PT)	SATISFACTORY (3 PT)	PROFICIENT (4 PT)	EXEMPLARY (5 PT)
Staff Engagement and Morale: Fosters a positive and supportive work environment that promotes high staff engagement and morale. Recognizes staff achievements, encourages professional development based on employee feedback, and promotes collaboration.					
Open and Transparent Communication with Staff: Ensures open and transparent communication with staff by regularly sharing important updates, decisions, and policies.					
Responsiveness to Staff Concerns: Promptly and effectively addresses concerns and questions from staff members, responding empathetically and respectfully. Has established feedback systems for personnel matters and prioritize timely resolutions.					
Visibility and Accessibility: Maintains high visibility and accessibility, actively engaging with staff to understand their concerns and needs. They are well-acquainted with the district's people and culture, fostering strong relationships and a supportive environment.					
Staff Involvement in Decision-Making: Actively involves staff in decision-making processes, ensuring their voices are heard and considered in shaping district policies and initiatives. This includes forming committees and seeking staff input on key issues.					
Effective Delegation of Duties: Delegates responsibilities clearly and effectively, ensuring that tasks align with staff members' skills and strengths. This promotes efficiency, accountability, and a sense of empowerment among staff.					

AVERAGE RATING FOR THIS STANDARD:

COMMENTS (IDENTIFY STRENGTHS OR RECOMMENDATIONS FOR IMPROVEMENT)

SUPERINTENDENT EVALUATION RUBRIC



Standard: Leadership

	INEFFECTIVE (1 PT)	PROGRESSING (2 PT)	SATISFACTORY (3 PT)	PROFICIENT (4 PT)	EXEMPLARY (5 PT)
Ethical Leadership: demonstrates ethical leadership by consistently modeling integrity, fairness, and transparency in decision-making. They adhere to the highest ethical standards, promoting a culture of honesty and accountability within the district.					
Vision and Strategic Planning: articulates a clear and compelling vision for the district's future, developing strategic plans that align with this vision. They effectively communicate goals and priorities, engaging stakeholders in the planning process.					
Recruitment and Retention of Staff: effectively recruits and retains highly qualified staff by implementing strong hiring practices, offering competitive compensation, and fostering a supportive work environment focused on professional development and employee well-being.					
Adaptability and Resilience demonstrates adaptability and resilience by effectively managing change and navigating challenges. They remain composed under pressure, inspiring confidence and stability within the district.					
Student-Focused Leadership: places student achievement as the top priority and consistently communicates this focus to others. Decisions are based on improving student outcomes, and this priority is reflected in the budget and resource allocation.					
Innovation and Creativity: encourages and implements innovative and creative solutions to improve the district. They foster a culture of innovation by supporting new ideas, initiatives, and technologies that enhance education and operations.					

AVERAGE RATING FOR THIS STANDARD:

COMMENTS (IDENTIFY STRENGTHS OR RECOMMENDATIONS FOR IMPROVEMENT)

SUPERINTENDENT EVALUATION RUBRIC



Standard: Business and Finance

	INEFFECTIVE (1 PT)	PROGRESSING (2 PT)	SATISFACTORY (3 PT)	PROFICIENT (4 PT)	EXEMPLARY (5 PT)
Budget Planning and Management: Budget actions are proactive and consider both current and long-range information and data. A balance is sought to meet the current and future needs of students and remain fiscally responsible. Resources are allocated effectively to support strategic goals and educational programs.					
Financial Reporting and Transparency: Maintains financial transparency by providing clear, accurate, and regular financial reports to the school board with discussion of the ramifications of any changes.					
Long-Term Financial Planning: Engages in long-term financial planning to ensure the district's financial stability and sustainability. They anticipate future financial needs and challenges, developing strategies to address them proactively.					
Facilities Management: Oversees the upkeep and improvement of school facilities through a comprehensive management plan, detailing current status, future needs, funding strategies, and a completion schedule to ensure safe and effective learning environments.					
Cost Efficiency and Savings: Identifies opportunities for cost efficiency and savings without compromising the quality of education and services. They implement strategies to reduce unnecessary expenditures and optimize the use of financial resources.					
Transparency: Increase public trust by ensuring financial transparency and clear reporting.					

AVERAGE RATING FOR THIS STANDARD:

COMMENTS (IDENTIFY STRENGTHS OR RECOMMENDATIONS FOR IMPROVEMENT)

SUPERINTENDENT EVALUATION RUBRIC



Standard: Instructional Leadership

	INEFFECTIVE (1 PT)	PROGRESSING (2 PT)	SATISFACTORY (3 PT)	PROFICIENT (4 PT)	EXEMPLARY (5 PT)
Curriculum Development and Alignment: Ensures the development and alignment of the curriculum with state and national standards. They regularly review and update curricular materials to ensure relevance, rigor, and coherence across grade levels and subjects.					
Focus on students: Places student achievement as the top priority and consistently communicates this to others. Bases decisions on improving student achievement. This priority is reflected in the budget.					
Integration of Technology in Instruction: Promotes the integration of technology into the curriculum to enhance teaching and learning. They ensure that educators are trained in the effective use of technology and that students have access to digital tools and resources that support their learning.					
Data-Driven Decision Making: The superintendent utilizes data to inform instructional decisions and improve student outcomes. They implement systems for collecting, analyzing, and using data to guide curriculum adjustments, identify student learning needs, and measure instructional effectiveness.					
Continuous Curriculum Evaluation: Oversees ongoing evaluation and refinement of the curriculum to ensure it remains relevant and effective. They involve educators in the evaluation process and use feedback to make necessary adjustments and improvements.					
Instructional Leadership Development: The superintendent develops and supports instructional leadership within the district by mentoring school leaders and providing opportunities for leadership training. They encourage principals and other school leaders to focus on improving teaching and learning in their schools.					

AVERAGE RATING FOR THIS STANDARD:

COMMENTS (IDENTIFY STRENGTHS OR RECOMMENDATIONS FOR IMPROVEMENT)

SUPERINTENDENT EVALUATION RUBRIC



Transfer the average for each page to the designated area below. Calculate the average of those numbers by adding the 6 numbers together and dividing by 6. Record this number in the section labeled "overall average"

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Overall Average-	

SUMMARY COMMENTS: