

**EVALUATION OF THE PRINCIPAL(S)**

The Superintendent shall conduct an ongoing process of evaluating the principal on his/her skills, abilities, and competence. Annually, the Superintendent or his/her designee will formally evaluate the principal. The goal of the formal evaluation process is to ensure the education program for the students is carried out, promote growth in effective administrative leadership for the school district, clarify the building principal's role as the board and superintendent see it, ascertain areas in need of improvement, and focus the immediate priorities of the principal responsibilities.

The formal evaluation shall include written criteria related to the job duties. The principal may make comments responding to the formal evaluation.

The formal evaluation shall also include an opportunity for the principal and the superintendent to discuss the written criteria, the past year's performance and the future areas of growth. The evaluation shall be completed by the Superintendent, signed by the building principal and filed in the principal's personnel file.

The policy supports and does not preclude the ongoing informal evaluation of the principal's skills, abilities and competence.

New principals will be evaluated at least twice in writing for each of the first three years of their employment.

**Legal References**

<sup>1</sup>*Littkey v. Winchester School District, 219 NH 626 (1987)*

*NH Code of Administrative Rules Section 302, Duties of Superintendents*

*NH Code of Administrative Rules Section 304, Duties of School Principals*

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