

Superintendent Evaluation

Terry Connor

October 2023

Sarasota County Superintendent Evaluation Part I: Evaluation Overview

1	Professional and Ethical Norms Effective Superintendents act ethically and according to professional norms to promote the academic success and well-being of all students.
2	Vision and Mission Effective Superintendents collaborate with parents, students, and other stakeholders to develop, communicate, and enact a shared vision, mission and core values to promote the academic success and well-being of all students.
3	School Operations, Management and Safety Effective Superintendents manage school operations and resources to cultivate a safe school environment and promote the academic success and well-being of all students.
4	Student Learning and Continuous School Improvement Effective Superintendents enable continuous improvement to promote the academic success and well-being of all students.
5	Learning Environment Effective Superintendents cultivate a caring, rigorous, and supportive school community that promotes the academic success and well-being of all students.
6	Recruitment and Professional Learning Effective Superintendents build the collective and individual professional capacity of school personnel by creating support systems and offering professional learning to promote the academic success and well-being of all students.
7	Building Leadership Expertise Effective Superintendents cultivate, support, and develop other school leaders to promote the academic success and well-being of all students.
8	Meaningful Parent, Family and Community Engagement Effective Superintendents utilize multiple means of reciprocal communication to build relationships and collaborate with parents, families, and other stakeholders to promote the academic success and well-being of all students.
9	Board Governance & Policy Effective Superintendents work effectively with the school board, exhibit a shared understanding of board and superintendent roles, lead and manages the district consistent with board policies, and demonstrate the skills to work effectively with the board.

Timeline for Superintendent Evaluation						
Timeline	Action					
October 17, 2023	Superintendent and Board develop and agree to the evaluation performance rubric and annual goals.					
November 7, 2023	2023 The Board formally adopts the Superintendent Evaluation rubric and annual goals.					
Annually by September 1	Superintendent complete a self-appraisal using the evaluation performance rubric and annual goals and shares it with the Board.					
Annually by October 1	Each Board Member completes the Performance Evaluation Rubric.					

Rating Scale Descriptors									
Distinguished	Accomplished	Effective	Developing	Ineffective					
Performance is exceptional and exceeds the criteria.	Performance has continually exceeded the criteria.	Performance consistently meets the criteria.	Performance is inconsistent and partially meets the criteria.	Performance does not meet the criteria and require significant improvement.					
Noteworthy evidence and data demonstrate the superintendent's performance has had an outstanding and profoundly favorable impact on students, staff, community relations, and/or program outcomes.	Noteworthy evidence and data demonstrate the superintendent's performance has had an exceedingly positive impact on students, staff, community relations, and/or program outcomes.	Noteworthy evidence and data demonstrate the superintendent's performance, maintains effective results and good relations with students, staff, community members and satisfactory program outcomes.	Noteworthy evidence and data demonstrate the superintendent partially met the criteria and the desired results. Performance has made some gains toward relations with students, staff, and the community members, and has moderately impacted program results.	Noteworthy evidence and data demonstrate the superintendent's performance has not met the criteria or desired results. Performance has not made any gains in program results. More towards relations with students, staff, and community members.					

Rating the Superintendent on Performance Standards

- Each Board Member will rate the Superintendent's professional practice on the provided rubric that is adapted from the Florida Leadership Standards.
- Board Members will indicate the level that best describes the Superintendent's performance in each area using the rating scale descriptors.
- An Overall Standard Rating will be calculated based on the prescribed rating scale.
- The Overall Standard Ratings will be combined to determine an overall Individual Board Member Rating.
- The Individual Board Member Ratings will be combined to determine a Composite Evaluation Rating.

Rating the Superintendent on Annual Objectives

- The Board Chair and Superintendent will collaborate to evaluate the progress toward meeting the annual objectives prescribed in Part III of the evaluation.
- Each objective has an assigned percentage of the incentive prescribed in the Superintendent's Employment Contract.
- Upon meeting an objective, the Superintendent will be awarded the full amount of the assigned percentage. Objectives rated as No Progress Toward will not be awarded the assigned percentage.
- An objective shall be rated Progress Towards when the Superintendent can demonstrate that objective is at least 50% achieved. Objectives rated as Progress Toward will be awarded half of the assigned percentage.

Sarasota County Superintendent Evaluation Part I: Performance Evaluation Rubric

Standard 1: Professional and Ethical Norms							
Effective superintendents act et		ding to profession	al norms to prom	ote the academic	success and well	l-being of all students.	
Professional Practice	Distinguished (5)	Accomplished (4)	Effective (3)	Developing (2)	Ineffective (1)	Possible Evidence	
1.1 Hold self and others accountable to the Principles of Professional Conduct for the Education Profession in Florida and adhere to guidelines for student welfare, the rights of students and parents, and state, local school, and governing board policies.						 □ Parent, staff, or student surveys □ Policy Documents □ Communication Records □ Student Performance Reports □ Financial Reports 	
1.2 Acknowledge that all persons are equal before the law and have inalienable rights, and provide leadership that is consistent with the principles of individual freedom.							
1.3 Accept accountability for all students by identifying and recognizing barriers and their impact on the academic success of students and the well-being of the school, families and local community.		4				Comments:	
1.4 Act ethically and professionally in personal conduct, relationships with others, decision making, stewardship of the school's resources and all other aspects of leadership.							
Overall Standard Rating: Distinguish	ned (18-20)	☐ Accomplishe	ed (14-17)	Effective (10-	13) 🗆 Deve	loping (6-9)	

Board Member:

Standard 2: Vision and Mission Effective superintendents collaborate with stakeholders to develop, communicate, and enact a shared vision, mission, and core values to promote the academic success and well-being of all students. Distinguished Accomplished Developing Ineffective Effective Possible Evidence **Professional Practice** (4) (3) (2) (1) ☐ Strategic Plan **2.1** Collaborate with district and school leaders ☐ Professional Development Plans in the alignment of the school vision and ☐ Impact Review Action Plans mission with district initiatives, State Board of Education priorities and current educational ☐ Progress Monitoring Data policies. ☐ Organizational Charts ☐ Recognition Initiatives **2.2** Collaborate with members of the school and ☐ Policies community using academic data to develop and ☐ Graduation Rates promote a vision focused on successful learning ☐ Percentage of Students with Plan and the academic development of all students. After Graduation Comments: **2.3** Collaborate to develop, implement, and model a shared educational vision, mission, and core values within the school community to promote the academic success and well-being of all students. **2.4** Strategically develop and implement systems to achieve the vision and mission of the school – reflecting and adjusting when applicable. **2.5** Recognize individuals for their contributions toward the school vision and mission.

Overall Standard Rating:

Distinguished (22-25)

Accomplished (17-21)

Effective (12-16)

Developing (7-11)

Ineffective (<7)

Sarasota County Superintendent Evaluation

	Standard 3: School Operations, Management and Safety							
Effective superintendents manage district opera	tions and resourc	es to cultivate a s	afe school enviro	nment and promo	ote the academic	success and well-being of all students.		
Professional Practice	Distinguished (5)	Accomplished (4)	Effective (3)	Developing (2)	Ineffective (1)	Possible Evidence		
3.1 Manage fiscal resources in a responsible and ethical manner, engaging in effective budgeting, decision making and accounting practices.						☐ Strategic Plan☐ Technology Plan☐ Financial Budget Status☐ Reviews and Audits		
3.2 Manage resources by assigning instructional personnel to roles and responsibilities that optimize their professional capacity to address all students' learning needs.						☐ Capital Improvement Plan ☐ Survey Feedback ☐ Meeting Agenda, calendars, etc.		
3.3 Organize time, tasks, and projects effectively to protect personnel's work and learning, as well as their own, to optimize productivity and student learning.						☐ Correspondences; newsletters☐ Training schedules☐ Incident Data		
3.4 Utilize data, technology, and communication systems to deliver actionable information to improve the quality and efficiency of operations and management.						Comments:		
3.5 Utilize and coach best practices in conflict resolution, constructive conversations and management for all stakeholders related to school needs.								
3.6 Inform the community of current local, state, and federal laws regulations and best practices to promote the safety, success and well-being of all students and adults.								
3.7 Create and maintain systems and structures that promote school security to ensure that students, school personnel, families and community are safe.								
3.9 Utilize a continuous improvement model to evaluate specific concerns for safety and security.								
Overall Standard Rating: Distinguished	ed (40-44)	Accomplished	I (31-39) 🗆 E	ffective (22-30	D) 🗆 Develop	oing (13-21) ☐ Ineffective (<13)		

Sarasota County Superintendent Evaluation

Standard 4: Student Learning and Continuous School Improvement							
Effective superintender				cademic success	and well-being o	f all students.	
Professional Practice	Distinguished (5)	Accomplished (4)	Effective (3)	Developing (2)	Ineffective (1)	Possible Evidence	
4.1 Create and maintain a climate and culture of high expectations and enable personnel to support the academic growth and well-being of all students.						□ Survey Feedback □ Curriculum Maps □ Program Summaries/Evaluations	
4.2 Ensure alignment of the district's learning goals and classroom instruction to the state's student academic standards, and the district's adopted curricula and K-12 reading plan.						□ Professional Learning Plans□ Impact Review Action Plans□ PLC Agendas□ Data Reports	
4.3 Develop a structure that enables personnel to work as a system and focus on providing evidence-based intervention, acceleration and enrichment that meet student needs.						□ Progress Monitoring Data□ Correspondences or newsletters	
4.4 Promote the effective use of data analysis with school personnel for all student subgroups and provide coaching to improve student learning and narrow achievement gaps.			Ø			Comments:	
4.5 Ensure all students demonstrate learning growth through a variety of ongoing progress monitoring data as evidenced by student performance and growth on local, statewide, and other applicable assessments.							
4.6 Manage uncertainty, risk, competing initiatives and the dynamics of change by providing support and encouragement, and openly communicating the need for, process for and outcomes of improvement efforts.							
4.7 Ensure and monitor the implementation of the Florida Educator Accomplished Practices by all instructional personnel.							
Overall Standard Rating: Distinguished	ed (31-35)	Accomplished	l (24-30) 🗆 E	ffective (17-23	B) 🗆 Develop	ing (10-16) ☐ Ineffective (<10)	

Sarasota County Superintendent Evaluation

Standard 5: Learning Environment							
Effective superintendents cultivate a ca						and well-being of all students.	
Professional Practice	Distinguished (5)	Accomplished (4)	Effective (3)	Developing (2)	Ineffective (1)	Possible Evidence	
5.1 Develop and maintain procedures that foster a safe, respectful, and student-centered learning environment.						☐ Climate Surveys ☐ Safety Protocol Documents ☐ Incident Data ☐ Student Code of Conduct ☐ Observation Feedback ☐ Professional Learning Agendas ☐ Data Dashboards or Reports	
5.2 Cultivate and protect a comprehensive system that establishes a culture of learning, which includes policies and procedures to address student misconduct in a positive, fair and unbiased manner.							
5.3 Deliver timely, actionable, and ongoing feedback about instructional practices driven by standards-aligned content to support and coach the development of instructional personnel's knowledge and skills.						Comments:	
5.4 Provide opportunities for instructional personnel to recognize, understand and respond to student needs to minimize or eliminate achievement gaps.							
Overall Standard Rating: Distinguish	ned (18-20)	☐ Accomplishe	ed (14-17)	Effective (10-	-13) 🗆 Deve	loping (6-9) Ineffective (<6)	

Date: September 2024

Board Member:

Standard 6: Recruitment and Professional Learning Effective superintendents build the collective and individual professional capacity of school personnel by creating support systems and offering professional learning to promote the academic success and well-being of all students. Distinguished Accomplished Developing Ineffective Effective **Professional Practice** Possible Evidence (5) (4) (3) (2) (1) **6.1** Recruit, hire, develop, support, and retain ☐ Strategic Plan diverse, effective and caring personnel with the ☐ Recruitment and Retention data professional capacity to promote literacy ☐ Professional Learning Plans achievement and academic success. ☐ Impact Review Action Plans **6.2** Attend to personal learning and ☐ School Improvement Plans effectiveness by engaging in need-based professional learning, modeling self-reflection ☐ Recruitment Statistics practices, and seeking feedback. ☐ Professional Development Records **6.3** Identify instructional personnel needs, ☐ Feedback Forms or Surveys including standards-aligned content, evidence-☐ Inventory of Instructional based pedagogy, use of instructional **Technology Tools** technology and data analysis for instructional planning and improvement. **6.4** Develop personnel's professional **Comments:** knowledge and skills by providing access to differentiated, need-based opportunities for growth, guided by understanding of professional and adult learning strategies. **6.5** Monitor and evaluate professional learning linked to district goals to foster continuous improvement. **6.6** Monitor and evaluate professional practice, and provide timely, actionable, and ongoing feedback to school-based leaders and instructional personnel that fosters continuous improvement. **6.7** Provide time and resources to establish and sustain a professional culture of collaboration and commitment to the shared educational vision, mission, and core values of the school with mutual accountability. Overall Standard Rating: Distinguished (31-35) Accomplished (24-30) Effective (17-23) Developing (10-16) Ineffective (<10)

Sarasota County Superintendent Evaluation

Standard 7: Building Leadership Expertise							
Effective superintendents cultivat			ol leaders to pro	mote the academ	ic success and we	ll-being of all students.	
Professional Practice	Distinguished (5)	Accomplished (4)	Effective (3)	Developing (2)	Ineffective (1)	Possible Evidence	
7.1 Develop and support open, productive, caring and trusting working relationships among leaders and other personnel to build professional capacity and improve instructional practice driven by standards-aligned content.						 □ Surveys and Feedback Forms □ Professional Development Records □ Meeting Agendas □ Succession Plans □ Performance Reviews □ Task Delegation Logs: □ Accountability Reports 	
7.2 Cultivate current and potential leaders and assist with the development of a pipeline of future leaders.							
7.3 Develop capacity by delegating tasks to other leaders and holding them accountable.						Comments:	
7.4 Plan for and manage staff turnover and succession, providing opportunities for effective induction and mentoring of school personnel.							
Overall Standard Rating: Distinguish	ned (18-20)	☐ Accomplishe	ed (14-17)	Effective (10-	13) 🗆 Deve	loping (6-9) Ineffective (<6)	

Date: September 2024

Board Member:

Standard 8: Meaningful Parent, Family and Community Engagement Effective superintendents utilize multiple means of reciprocal communication to build relationships and collaborate with parents, families, and other stakeholders to promote the academic success and well-being of all students. Distinguished Accomplished Ineffective Effective Developing **Professional Practice** Possible Evidence (5) (4) (3) (2) (1) ☐ Listening Tour Analysis ☐ Partnerships 8.1 Understand, value, and employ the ☐ Professional Learning Agendas community's cultural, social, and intellectual ☐ Awards and Recognition Programs context and resources. ☐ Engagement Metrics ☐ Calendar ☐ Stakeholder Feedback Surveys ☐ Communication Protocols ☐ Response Documentation **8.2** Model and advocate for respectful ☐ Reports or Newsletters communication practices between leaders, parents, students, and other stakeholders. **Comments: 8.3** Maintain high visibility and accessibility, and actively listen and respond to parents, students, and other stakeholders. **8.4** Recognize parents, students, and other stakeholders for contributions and engagement that enhance the school community.

Overall Standard Rating: Distinguished (18-20) Accomplished (14-17) Effective (10-13) Developing (6-9) Ineffective (<6)

Board Member:

Standard 9: Board	Governance and	Policy
-------------------	----------------	--------

Effective superintendents work with the school board, exhibits a shared understanding of board and superintendent roles, leads and manages the district consistent with board policies, and demonstrates the skills to work effectively with the board.

	policies, and demonstrates the skills to work effectively with the board.							
Professional Practice	Distinguished (5)	Accomplished (4)	Effective (3)	Developing (2)	Ineffective (1)	Possible Evidence		
9.1 Offers professional advice to the board with the appropriate recommendations based on a thorough study and analysis.						 ☐ Timely Board Packets ☐ Strategic Plan ☐ School Improvement Plans ☐ Board Meeting Agendas ☐ Reviews and Audits 		
9.2 Keeps the board regularly informed with data, reports, and information which enables them to make effective timely decisions.						☐ Copies of District procedures and publications (e.g., policies, etc.)		
9.3 Interprets and executes the intent of more policies and advises the board on the need for new or revised policies.						Comments:		
9.4 Works collaboratively with the board to shape district vision, mission, and goals with measurable objectives of high expectations for student achievement.								
9.5 Makes considerable efforts 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.								
Overall Standard Rating: Distinguish	ed (22-25)	Accomplishe	d (17-21)	Effective (12-	16) 🗆 Devel	oping (7-11)		

Superintendent Performance Standards Evaluation Summary (Individual Board Member Ratings)							
Professional Practice	Distinguished (5)	Accomplished (4)	Effective (3)	Developing (2)	Ineffective (1)		
Standard 1: Professional and Ethical Norms							
Standard 2: Vision and Mission							
Standard 3: School Operations, Management and Safety							
Standard 4: Student Learning and Continuous School Improvement							
Standard 5: Learning Environment							
Standard 6: Recruitment and Professional Learning							
Standard 7: Building Leadership Expertise							
Standard 8: Meaningful Parent, Family and Community Engagement							
Standard 9: Board Governance and Policy							
Individual Evaluation Rating: Distinguished (40-44) Accomplished (3	31-39) 🗆 Effec	tive (22-30) 🗆	Developing (13-21) 🗌 Ineff	ective (<13)		
Summary Comments:							

Superintendent Performance Standards Evaluation	Summary (Board	Member Compos	site Ratings)				
Board Member	Distinguished (5)	Accomplished (4)	Effective (3)	Developing (2)	Ineffective (1)		
Board Member 1 Individual Evaluation Rating							
Board Member 2 Individual Evaluation Rating							
Board Member 3 Individual Evaluation Rating							
Board Member 4 Individual Evaluation Rating							
Board Member 5 Individual Evaluation Rating							
Composite Evaluation Rating: ☐ Distinguished (22-25) ☐ Accomplished	(17-21) 🗆 Eff	ective (12-16)	☐ Developin	g (7-11) 🔲 Ine	effective (<7)		
Superintendent's Response:							
Superintendent's Signature:			Date:				
Board Chair's Signature:							

Sarasota County Superintendent Evaluation Part II: Annual Objectives

Annual Superintendent Objectives [2023-2024]							
Annual Objectives (assigned percent of incentive)	Evidence of Progress or Completion	Goal Met	Progress Towards	Goal Unmet			
SY 2324: Achieve composite rating of effective or higher on the evaluation performance rubric. (20%)	SY 2324: Evaluation Performance Summary		N/A				
SY 2324: Execute the transition plan to build a comprehensive understanding of the needs for district improvement. (15%)	 SY 2324: Transition Plan Tracker SY 2324: Superintendent Status Reports at Board Meetings SY 2324: Transition Plan Findings Report 						
SY 2324: Develop effective board governance processes to cultivate strong, productive, professional, and child-centric relationships with the School Board. (15%)	 SY 2324: Develop a way of work with Board (one-on-ones, communication plan, SY 2324: Board Workshop Forecast calendar SY 2324: Develop a Policy Review Cycle 						
SY 2324: Develop a system of monitoring school based instructional practice to improve student achievement. (15%)	 SY 2324: Focused Framework for Advancing School Performance SY 2324: Impact Review Protocol with Action Plans SY 2324: Progress Monitoring Data 						
SY 2324 : Develop a revised strategic plan that aligns priorities to enhance academic outcomes. (15%)	SY 2324: Revised Strategic Plan Document						
SY 2324 : Completion of a revised teacher and administrative evaluation system. (10%)	SY 2324: Revised teacher and administrator evaluation documents						
SY 2324 : Implement a revised organizational structure to align support for increased student achievement. (10%)	SY 2324: Approved Organizational Chart						

Annual Superintendent Objectives [2024-2025]							
Annual Objectives (assigned percent of incentive)	Evidence of Progress or Completion	Goal Met	Progress Towards	Goal Unmet			
SY 2526: Achieve composite rating of effective or higher on the evaluation performance rubric. (20%)	SY 2425: Evaluation Performance Summary		N/A				
SY 2425 : Improve the overall district ranking as calculated by total points earned within the state accountability system. (15%)	SY 2425: State Accountability Data						
SY 2425: Increase third grade reading proficiency or ranking. (15%)	SY 2425: State Accountability Data						
SY 2425: Increase overall 3-10 reading proficiency percentage or ranking. (10%)	SY 2425: State Accountability Data						
SY 2425: Increase overall math proficiency percentage or ranking. (10%)	SY 2425: State Accountability Data						
SY 2425: Increase reading LQ growth percentage or ranking as compared to SY2122. (10%)	SY 2425: State Accountability Data						
SY 2425: Increase math LQ growth percentage or ranking as compared to SY2122. (10%)	SY 2425: State Accountability Data						
SY 2425: Maintain the fund balance percentage (Financial Condition Ratio) at 7.5%. (10%)	SY 2425: 2024 Annual Financial Report						

^{*}Subject to revisions prior to October 1, 2024

Annual Superintendent Objectives [2025-2026]							
Annual Objectives (assigned percent of incentive)	Evidence of Progress or Completion	Goal Met	Progress Towards	Goal Unmet			
SY 2526: Achieve composite rating of effective or higher on the evaluation performance rubric. (20%)	SY 2526: Evaluation Performance Summary		N/A				
SY 2526 Improve the overall district ranking as calculated by total points earned within the state accountability system. (15%)	SY 2526: State Accountability Data						
SY 2526: Increase third grade reading proficiency or ranking. (15%)	SY 2526: State Accountability Data						
SY 2526 : Increase overall 3-10 reading proficiency percentage or ranking. (10%)	SY 2526: State Accountability Data						
SY 2526: Increase overall math proficiency percentage or ranking. (10%)	SY 2526: State Accountability Data						
SY 2526: Increase reading LQ growth percentage or ranking as compared to SY2324. (10%)	SY 2526: State Accountability Data						
SY 2526: Increase math LQ growth percentage or ranking as compared to SY2324. (10%)	SY 2526: State Accountability Data						
SY 2526: Maintain the fund balance percentage (Financial Condition Ratio) at 7.5%. (10%)	SY 2526: 2024 Annual Financial Report						

^{*}Subject to revisions prior to October 1, 2025