



School Administrator Evaluation

Administrator Name: _____ Years of Service: _____

Academy Name: _____ School Year: **2012-2013**

Evaluator Name: _____

Ratings

Each Administrator must receive an effectiveness rating of highly effective, effective, minimally effective, or ineffective based on his or her score on the annual year end evaluation performed by the Academy's Board Liaison and CEO.

4= Highly Effective

3= Effective

2= Minimally Effective

1= Ineffective

I: Student Achievement **(Right Employee, Growth, Authorizer)** 50% of total Evaluation

Standard	4	3	2	1
Scantron – All students achieve 1.3-1.6 years growth in Reading and Math (75%)				
MEAP -Grades 3-8 - Building average of Reading and Math (25%)				
MME/ACT/Plan/Explore -Grades 9-12 (25%)				
Total Score				
Section I Rating				

Comments:

II: Leadership of School Operations **(Employee, Growth, Procedures, Legacy, Authorizer)** 25%

Standard	4	3	2	1
Models personal characteristics worthy of emulation by employees and students				
Provides leadership for the school				
Guides Instruction and supports an effective learning environment				
Oversees the implementation of curriculum				
Coordinates services that support student growth and development				
Provides for staffing and professional development to meet student learning needs				
Uses assessment/evaluation information about students, staff, and community in decision making				
Communicates with diverse groups and individuals with clarity and sensitivity				
Acts in accordance with established laws, policies, procedures and good business				
Understands the influence of social, cultural, political, and economic forces on the educational environment and uses this knowledge to serve the needs of children, families and communities				

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Standard	4	3	2	1
Facilitates the participation of parents in the education of their children				
Demonstrates the essence of lifelong learning through ongoing professional development				
Section II Score				

Comments:

III: Contribution to Overall Success (ALL) – Completed by Board Liaison

Standard	4	3	2	1
Implementation of Charter Contract				
Education Program Audit (Contract goals)				
Compliance				
Financial Management				
Parent Satisfaction Survey Results				
Enrollment Goal Goal: Oct. Count: Feb. Count:				

Comments:

IV: Contribution to Overall Success Scorecards (ALL) – Completed by Department Chief

Standard	4	3	2	1
Finance Scorecard				
Marketing, Student Acquisition, and Mission Fulfillment Scorecard				
Curriculum and Instruction Scorecard				
Human Resources Scorecard				
Section III & IV Score				

V. Overall Company Evaluation Score and Rating

Overall Scores	
Section I @ 50% weight	
Section II @ 25% weight	
Section III & IV @ 25% weight	
Overall Evaluation Rating	

Comments:



Evaluator Signature

Date

Administrator Signature**

Date

**Signature does not constitute endorsement of the appraisal, but indicates that the appraisal has been reviewed and discussed. Additional sheets may be attached by the evaluator or the evaluatee who desire to make a comment.

DISTRIBUTION:

CHOICE Personnel File=Original

Evaluatee= Copy

Evaluator=Copy

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