

**Summative Evaluation Plan**  
**Superintendent Evaluation Process for FY 2015**  
**June 10, 2015**

**Timeline and actions for Superintendent's Summative Evaluation:**

1. Documents to be submitted by the Superintendent to the full School Committee by **Friday, June 12<sup>th</sup>**:
  - a. Superintendent's Self-Evaluation Using the DESE Rubric
  - b. Final report and summary on Superintendent's FY 2015 goals
  - c. Final report on FY 2015 Leadership Team accomplishments
  - d. Color coded status update for District Strategic Objectives
2. Following the process established last year, Mr. Geary will provide access to the evaluation template to Committee Members by Thursday, **June 18<sup>th</sup>**.
3. Committee Members submit their completed evaluation documents to Mr. Geary by **Friday, July 3<sup>rd</sup>**.
4. Mr. Geary will review the individual evaluation documents and draft a consolidated summative evaluation for the Committee to consider. The draft summative will be prepared by Mr. Geary and shared with the full Committee by **Wednesday, July 22<sup>nd</sup>**.
5. The draft summative will be posted on the District website by Monday, July 27<sup>th</sup> with any corrections or changes submitted by Committee Members.
6. At the July 29<sup>th</sup> School Committee meeting, the Committee will discuss the summative evaluation, ask questions, and make suggestions. If the Committee finds the summative evaluation satisfactory, a vote may be taken to approve. The final document and each member's individual evaluation document will then become a public record.