

**Superintendent Evaluation Process and Procedures (2015-16)**  
**Proposed by the Curriculum, Instruction, Assessment and Accountability Subcommittee**

Timeline

Per policy CBI, by March 31, 2016, the Superintendent shall present progress on her goals for the 2015-16 school year, and by September 30, 2016, the Superintendent shall present “evidence of the progress made on the previous year’s approved goals, including standards, indicators and elements the School Committee and Superintendent agreed to evaluate.”

Evidence for each standard

- Standard 1: Instructional Leadership
  - Vision statement or another document describing instructional leadership in the Arlington Public Schools
  - The teacher leadership curriculum within the APS professional development plan
  - PARCC scores, correlated with prior MCAS results, showing academic performance outcomes of Arlington students, K-12, including subgroups.
- Standard 2: Management and Operations
  - Budget presentation to the School Committee, Finance Committee and Town Meeting
  - Reports, materials, minutes of the School Enrollment Task Force
  - SC members’ observations of the Superintendent in public meetings and evidence of her attendance at public meetings.
- Standard 3: Family and Community Engagement
  - Newsletter
  - List of events of the past year designed to engage the public in school issues
  - Results of a survey of parents and community members of APS issues (if conducted by the School Committee’s Community Relations subcommittee)
- Standard 4: Professional Culture
  - Annual staff survey results. Survey to be drafted by the Curriculum, Instruction, Assessment and Accountability Subcommittee in April and distributed to staff in May.

Evidence for two practice goals from 2015-16 goal statement approved on 6/11/15

- Goal 1.4: Close the Achievement Gap in APS. Evidence required:
  - PARCC reports (same information requested for Standard I, Instructional Leadership)
- Goal 3.1: Develop a plan to address space needs related to anticipate enrollment growth over the next ten years. Evidence required:
  - Dr. McKibben Report
  - Plan to respond to the report, including a plan for enrollment growth at all three levels- high school, middle school, and elementary school.
  - Communications received or sent to the MSBA regarding the AHS rebuild.