



Protocols and Calendar for Completing Superintendent Evaluation for FY19

- December 2018** At a December 2018 meeting of the Milwaukee Board of School Directors, the Board considers the superintendent's evaluation process to include the Superintendent Evaluation rating form, as well as protocols and calendar for completing the evaluation process.
- January 2019** Mid-year review of Superintendent scheduled.
- February 1-17** Superintendent completes a self-evaluation using the Superintendent Evaluation rating form previously presented to the Board (December 2018) for use in in the Superintendent's FY19 evaluation, completing the comments section only and submits it to the entire Board.
- Feb. 18-March 18** Individual Board members (continuing Board members and those finishing term) complete the electronic version of the Superintendent Evaluation rating form.
- March 19-31** Qualtrics compiles aggregate single evaluation rating form report and submits copies to Board President. All Board comments are included in the aggregate single evaluation rating form report.
- April 1-7** Board President reviews the aggregate single evaluation rating form report compiled by Qualtrics, and provides copies to all Board members for their review.
- April 8- 19** Board meets to discuss the aggregate single evaluation rating form report compiled by Qualtrics, and based on information contained in this report, prepares a single set of comments for the superintendent, which may be categorized into successes, challenges and next steps or goals for FY20.
- April 22-25** Aggregate evaluation rating form report, as well as comments, successes, challenges and next steps/goals are presented to the Superintendent.
- May 2019** Board meets with the superintendent to jointly review the evaluation. At the conclusion of the meeting, Superintendent is presented with any change/extension in contract length and any change in compensation.