



# SUPERINTENDENT EVALUATION

## Strengthening the Board/Superintendent Relationship

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**HYA** Executive Search  
Hazard, Young, Attea & Associates

## Motivation

The Board and Superintendent relationship is critical to the success of the school district. The evaluative process, when done properly, ensures there is a clear understanding of expectations from both parties. The Board only evaluates one person, the Superintendent, and it delegates authority to the Superintendent to direct operations and provide leadership for the district. Thus, the evaluation process is arguably the most important work of the Board.

There is no one correct process for evaluating the superintendent. However, there must be an agreed upon process and instrument(s) for a productive and respectful relationship to exist. At HYA we have developed a process that is congruent with research on Effective Superintendents and is systematic, on-going and timely with a focus on growth and continuous improvement. Our process establishes a framework for productive discussions and provides facilitation for the Board.

## Purpose

The purpose of the Superintendent evaluation process is two-fold. The first purpose is to provide the Superintendent with a written evaluation that provides feedback from the Board of Education regarding their performance as the chief executive officer of the school district. The second purpose is to provide information and data that will assist the Superintendent in improving their contributions to the school district. HYA facilitates the evaluation process and provides the feedback instruments.

## Key Beliefs

- The evaluation process should be systematic, on-going, and timely.
- The evaluation process should be growth-oriented unless the Board of Education has any concerns with the Superintendent's performance in the role.
- The evaluation instrument(s) should provide useful feedback for continuous improvement in key responsibilities.
- The evaluation process should include both structured measures that address key job responsibilities and open-ended instruments for sharing information and concerns.

## The Evaluation

HYA provides an instrument and process to receive individual Board Member input that is reported as individual, anonymous responses. This feedback is aggregated to produce overall ratings in the four dimensions of research on effective superintendents.

The report also juxtaposes the Superintendent's self-evaluation for the same four dimensions, resulting in an efficient process and completed evaluation ready for the Superintendent's personnel file.

## HYA Support

Our HYA associates can build other services and support requested by the Board and Superintendent, such as facilitation through the HYA suggested annual evaluation process.



## Partner with Us

Engaging in a facilitated process means the Board and Superintendent have taken the time to reflect on the district's performance as directed by the Superintendent, ensuring the district will move forward to a greater level of student success. Hazard, Young, Attea & Associates can help.

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HYA looks forward to working with the Board and Superintendent on the Evaluation process.

Please contact HYA at 847-318-0072 or at [hya@ecragroup.com](mailto:hya@ecragroup.com) with questions or requests for additional information.

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