

EDDYVILLE CHARTER SCHOOL

TABLE OF CONTENTS

SECTION C: GENERAL ADMINISTRATION

Superintendent	<u>CB</u>
Recruitment and Appointment of the Superintendent	<u>CBB</u>
Evaluation of the Superintendent	<u>CBG</u>
Licensed Evaluation - Administrators	<u>CCG</u>
Administrative Standards	<u>CCG-AR</u>
Handbooks	<u>CHCA</u>

The following symbol is used on some policies:

- ** As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005(4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-2000.

Eddyville Charter School

Code: **CB**
Adopted: 9/21/17

Superintendent

The superintendent is designated as the public charter school's chief executive officer. Under the Board's direction, the superintendent exercises general supervision of the public charter school, personnel and departments. The superintendent is responsible for managing the public charter school under the Board's policies and is accountable to the Board for that management.

The superintendent may delegate to other public charter school personnel any powers and duties imposed upon the superintendent by Board policies or by vote of the Board. Delegation of power or duty will not relieve the superintendent of responsibility for action taken under such delegation.

END OF POLICY

Legal Reference(s):

ORS 338.115(2)

Cross Reference(s):

CBG - Evaluation of the Superintendent

Recruitment and Appointment of the Superintendent

The Board considers foremost among its responsibilities, the selection and appointment of a superintendent who can effectively translate into action, the Board's policies and the community's aspirations for its public charter school.

To provide the most capable leadership available for the public charter school, the Board may engage in a search for applicants for the position of superintendent whenever a vacancy in that position occurs.

The Board shall develop and adopt the standards (e.g., candidate qualities and work experience), criteria (e.g., application, screening and hiring process) and policy directives (e.g., promote from within, state and/or national search) to be used in hiring the superintendent at a meeting open to the public and at which the public has had an opportunity to comment.

The Board may seek the advice and counsel of interested individuals or of an advisory committee, or it may hire consultants to assist in screening candidates to encourage the filing of applications by professionals who meet the qualifications. Final selection will rest with the Board after a thorough consideration of qualified applicants.

The Board will appoint the superintendent by a majority vote of the Board members at a meeting for which notice has been given of the intended action.

END OF POLICY

Legal Reference(s):

ORS 338.115(2)

Evaluation of the Superintendent

The superintendent's job performance will be evaluated formally at least annually. Additional criteria for the evaluation, if any, will be developed before the school year and prior to conducting the evaluation. The superintendent will be notified of the additional criteria prior to the evaluation.

The Board's discussion and conferences with and about the superintendent and his/her performance will be conducted in an executive session, unless the superintendent requests a session open to the public. Such an executive session will not include a general evaluation of any public charter school goal, objective or operation. Results of the evaluation will be written and placed in the superintendent's personnel file.

At the Board's discretion, it may notify the superintendent in writing of specific areas to be remedied, and the superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the superintendent's performance remains unsatisfactory, the Board may dismiss or nonrenew the superintendent pursuant to Board policy, the superintendent's employment contract and state law and rules. In those situations where the superintendent's employment contract includes an evaluation, dismissal or non-renewal provision, it shall take precedent over this policy.

END OF POLICY

Legal Reference(s):

ORS 338.115(2)

Cross Reference(s):

BDC - Executive Sessions
CB - Superintendent

Licensed Evaluation - Administrators

Each administrator will be evaluated annually by the superintendent. By Oregon Revised Statute (ORS) 342.815, the definition of “administrator” does not include superintendent.

The purpose of administrator evaluations is to assist an administrator with developing and strengthening their professional abilities and to improve the instructional program and to improve the management of the public charter school system, and for supervisors to make recommendations regarding their employment and/or salary status.

An administrator’s evaluation shall be customized and based on collaborative efforts and include the educational leadership-administrator standards¹ adopted by the State Board of Education.

The adopted standards include:

1. Visionary leadership;
2. Instructional improvement;
3. Effective management;
4. Inclusive practice;
5. Ethical leadership; and
6. Socio-political context.

An evaluation must attempt to:

1. Strengthen the knowledge, skills, disposition and administrative practices of the administrators;
2. Refine the support, assistance and professional growth opportunities offered to the administrator, based on the individual needs of the administrator and the needs of the public charter school(s);
3. Allow the administrator to establish a set of administrative practices and student learning objectives that are based on the individual circumstances of the administrator;

¹These standards are aligned with the Interstate School Leaders Licensure Consortium (ISLLC) and the Educational Leadership Constituents Council (ELCC) standards for Education Leadership.

Administrative Standards

The administrative standards must:

1. Consider multiple measures of administrative effectiveness that encompass a range of appropriate administrative behaviors. These measures use multiple evaluation methods that utilize multiple measures to evaluate administrator performance which may include, but is not limited to:
 - a. Student performance;
 - b. Student assessment;
 - c. Classroom-based assessments, including observations, lesson plans and assignments;
 - d. Portfolios of evidence;
 - e. Supervisor reports; and
 - f. Self-reflections and assessments.
2. Consider evidence of student academic growth and learning based on multiple measures of student progress, including performance data of students and public charter school(s);
3. Be research based;
4. Be separately developed for each administrator; and
5. Be customized to the public charter school, which may include individualized weighting and application of administrative standards.

Local evaluation and support systems established by the public charter school for administrators must be:

1. Designed with four performance level ratings of effectiveness as defined in the *Oregon Framework for Teacher and Administrator Evaluation and Support Systems*;
2. Based on significant consideration of student learning which may include but is not limited to:
 - a. Schoolwide academic growth, as determined by the statewide assessment system implemented by the Oregon Department of Education under Oregon Revised Statute (ORS) 329.485; and
 - b. Formative and summative assessments.
3. On a regular cycle.

The superintendent shall regularly report to the Board on implementation of the evaluation and support systems and educator effectiveness.

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Handbooks

In order that pertinent Board policies, administrative regulations, school rules and procedures may be known by all staff members, patrons, students and parents affected; the public charter school administrator is granted authority to issue staff and student/parent handbooks.

The contents of all handbooks must conform with the public charter school charter agreement, board policies and administrative regulations. The publication shall bear the name of the public charter school and be of a quality that reflects favorably on the school. The Board expects all handbooks to be approved by the administrator before publication.

All handbooks published are to be made available to the Board for informational purposes.

END OF POLICY

Legal Reference(s):

ORS 338.115(2)