

Director Evaluation

The Board of Directors shall institute and maintain a process for the evaluation of the job performance of the Director. Prior to commencement of the school year the Board shall establish with the Director a list of measurable goals and objectives. Informal reviews may be conducted quarterly in executive session with the Board and the Director. A formal, written evaluation will be undertaken by the Board no less than once per school year. This formal evaluation will include such items as salary, performance reviews, parent input, evaluation skills, areas for improvement, and goals for the following year.

The purpose of the Administration evaluations shall be to assess the Director's effectiveness in administering the school in accordance with TPCA goals and policies. The results of such evaluation may be used in Board decisions relating to salary, retention, and may also be used to assist the Director in improving and developing skills necessary in the effective administration of the school.

Process Models

The board and director will need to determine if the evaluation review is with the full board or between the board president and the director. Conversation with Board could be facilitated by an outside facilitator so Board of Director members can talk with each other, ask about evidence and probe each other's thinking. The specifics of the process and the evaluation document tool to be used need to be negotiated between the director and school board.

Board Member Commitments

- Participate in the agreed upon process with honesty and integrity.
- Each board member should rate all performance indicators and goals based on evidence.
- Evidence should be aligned to the performance standards, the individual indicators, and the goals.
- Identify the Director's strengths and areas for improvement and make recommendation for improving performance.
- Participate in the evaluation discussion, agree to goals for next year.

Director Commitments

- Understand, agree to and participate in the articulated process.
- Gather data, documents and evidence to support performance in relation to the standards and progress toward achieving goals.
- Finalize goals and end-of-year evaluation with the Board.

Nothing in this policy shall be deemed or construed to assure, create, or imply in any manner any right to employment, renewal of employment contracts, alteration of "at will" employment status, or modification or extension of any of the terms of any contract entered into between the Director and Twin Peaks Charter Academy. Nothing in this policy shall be deemed or construed to grant or establish any rights not specifically contained in a written contract between the Director and Twin Peaks Charter Academy, including, without limitation, any condition, prerequisite, procedure, or similar factors relative to

non-renewal of contracts, transfer, assignment, dismissal, allocation of responsibilities and duties, or any other matter. All employment decisions shall remain within the sole and continuing discretion of the TPCA Board of Directors, subject only to applicable Colorado and Federal law.

Approved: December 1, 2016