

II. MANAGERIAL LEADERSHIP

A. An effective principal uses communication as a vehicle for leadership.

- 1) Communicates positively with students, staff, parents, and community ----- 0 1 2 3 4 5 6 7
- 2) Uses appropriate professional communication skills ----- 0 1 2 3 4 5 6 7

B. An effective principal establishes a climate that allows students the freedom to learn.

- 1) Sets high professional expectations for the staff ----- 0 1 2 3 4 5 6 7
- 2) Maintains a safe and orderly environment ----- 0 1 2 3 4 5 6 7
- 3) Is visible and accessible ----- 0 1 2 3 4 5 6 7
- 4. Promotes positive student and staff morale ----- 0 1 2 3 4 5 6 7

C. An effective principal functions within the limits of district regulations.

- 1) Administers a budget based on current & projected needs ----- 0 1 2 3 4 5 6 7
- 2) Shares responsibility for selecting, transferring, retaining, and of dismissing employees --- 0 1 2 3 4 5 6 7
- 3) Maintains accurate records, administers student attendance, and submits reports in a timely manner ----- 0 1 2 3 4 5 6 7
- 4) Evaluates staff according to district guidelines 0 1 2 3 4 5 6 7
- 5) Promptly attends and contributes meaningfully to district administrative meetings ----- 0 1 2 3 4 5 6 7

D. Other

- 1) Effectively directs day-to-day building operations ----- 0 1 2 3 4 5 6 7
- 2) Delegates authority and responsibility where appropriate and provides support to the employee assuming the responsibility ----- 0 1 2 3 4 5 6 7
- 3) Works cooperatively with members of the administrative team ----- 0 1 2 3 4 5 6 7
- 4) Uses appropriate decision making process ----- 0 1 2 3 4 5 6 7
- 5) Effectively coordinates supportive services ---- 0 1 2 3 4 5 6 7

III. MANAGEMENT OBJECTIVES (Jointly arrived at by Superintendent & Principal)

A. _____ 0 1 2 3 4 5 6 7

B. _____ 0 1 2 3 4 5 6 7

C. _____ 0 1 2 3 4 5 6 7

D. _____ 0 1 2 3 4 5 6 7

E. _____ 0 1 2 3 4 5 6 7

F. _____ 0 1 2 3 4 5 6 7

IV. NARRATIVE

A. Overall Strengths

1. _____
2. _____
3. _____
4. _____
5. _____

B. Areas for Growth

1. _____
2. _____
3. _____
4. _____
5. _____

Principal's Name

Date: _____ 19__

Signature of Evaluator(s):

