

Somerset County Board of Education
 Administrative Procedures
 for Policy # 100-4

EVALUATION OF SCHOOL BOARD OPERATIONAL PROCEDURES

Please assign a value from 1 (do not agree) to 10 (fully agree) after each of the following statements.

Part I. Personal Variables

Personal written mission/goal statements of Board members harmonize with those of the school Board.	
Board members give evidence of physical, mental and emotional capacity for their jobs by attending meetings regularly.	
Board members demonstrate by their voting records and discussions a good concept of their jobs, including long-range vision.	
In meetings, Board members demonstrate the freedom and willingness to discuss difficult and controversial issues.	
Board members will abandon strongly held positions when presented with reasoned arguments to the contrary.	
Individual Board members refrain from violating confidences of executive sessions to employees, friends or others.	
Individual Board members who find themselves in a conflict of interest position promptly present the matter to the entire Board for its advice.	
Individual Board members take advantage of Board inservice activities and then pass on ideas from the sessions to fellow Board members.	
Individual Board members attend social and ceremonial staff events.	

Part II. Organizational Variables

Comprehensive mission and current goals statements for the Board are in place.	
Comprehensive mission and current goals statements for the school division are in place.	
Board meetings are conducted with dignity and with reasonable dispatch.	
Board meetings follow a carefully prepared written agenda.	
The Board refrains from interfering in administrative matters assigned to the Superintendent.	
The Board and the superintendent maintain a working atmosphere of mutual respect.	
The Board creates and maintains a working set of policies and regulations.	

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The Board insists on a financial recording and reporting system that indicates clearly the financial status of the school system.	
The Board works with the superintendent to build and keep a quality staff.	
The Board regularly invites outstanding staff members to be officially recognized and honored.	
The Board maintains and uses regular channels of communication directly with staff members and associates.	
The Board, in collaboration with the community, develops a long-range plan for construction/renovation, curriculum, services and revenue.	
The Board implements portions of the long-range plan as expeditiously as possible.	
The Board annually provides for specific inservice growth - including budgetary provisions - for the Board.	
The Board provides courteous support and comfortable facilities for the press at Board meetings and at other important events.	
The Board appoints a sufficient number of standing and ad hoc committees to serve as a policy development resource.	

Part III. Outside Variables

The Board solicits information about and then discusses school division missions, goals and results achieved in relation to community needs and preferences.	
The Board stays informed on recent laws, court decisions and administrative regulations affecting the school system.	
The Board welcomes the consideration of and takes action on offers of affiliations with other groups as they might affect the welfare of the schools and community.	
The Board actively tries to influence legislation and legislators for the benefit of local students and citizens.	
The Board works to exemplify the highest standard of conduct in its relations with various religious, ethnic and racial groups.	
The Board studies local social, economic and demographic changes for clues on how to best serve the community.	

Part IV. Other Personal Evaluation Based on Overall Response to Questions. (First provide a written statement. Then discuss comments with the evaluator)

Total Points

The evaluator=s overall rating of this response.
(Total possible points = 10)

Summary and Final Report

Ratings on **Part I. Personal Variables**

10 statements, each with 10 possible points (Total = 100)

Ratings on **Part II. Organizational Variables**

16 statements, each with 10 possible points (Total = 160)

Ratings on **Part III. Outside Variables**

6 statements, each with 10 possible points (Total = 60)

Total Points Awarded

Total Points received on **Parts I, II and III** _____ = (_____)

Total possible points _____ = 320

Points received on **Part IV. Subjective Evaluation** _____ = (_____)

Evaluator's Recommendations for Improvement:
