

B/SL-5: MONITORING SUPERINTENDENT PERFORMANCE

Adopted: 7/26/00

Revised: 6/18/01; 12/19/01; 1/24/02; 4/16/02; 11/19/02;
3/13/03; 11/13/03; 1/22/04; 4/14/05; 11/30/06;
01/10/08; 05/08/08; 09/11/08

Board of School Trustees

CLARK COUNTY SCHOOL DISTRICT

Systematic and rigorous monitoring of Superintendent job performance will be solely against the only expected Superintendent job outputs: organizational accomplishment of Board policies on Ends and organizational operation within the boundaries established in Board policies on Executive Limitations.

Accordingly: monitoring will be accomplished as follows:

1. Monitoring is simply to determine the degree in which Board policies are being met. Data that does not measure this will not be considered to be monitoring data.
2. The Board will acquire monitoring data by one or more of three methods.
 - A. By internal report, in which the Superintendent discloses compliance information to the Board.
 - B. By external report, in which an external disinterested third party selected by the Board assesses compliance with Board policies.
 - C. By direct Board inspection, in which a designated member or members of the Board assess compliance with the appropriate policy criteria.
3. The process for an individual Board member to request direct inspection of the Superintendent is as follows:
 - A. The Board member submits an agenda item requesting discussion and possible action on a Board policy by an individual, committee, or the whole Board.
 - B. The Board convenes to discuss the direct inspection request and take action accordingly. A majority vote of the full Board is needed to proceed.
 - C. The outcome of the direct inspection is posted as an agenda item for discussion and possible action upon completion of the inspection.
4. In every case, the standard for compliance will be any reasonable Superintendent interpretation of the Board policy being monitored. The Board is final arbiter of reasonableness, but will always judge with a "reasonable person" test rather than with interpretations favored by Board members or by the Board as a whole.

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5. When rating monitoring reports, the Board will find the Superintendent “in compliance” of the policy when a majority of the provisions have been answered with supporting evidence, or “out of compliance” when a majority of the provisions have not been answered with supporting evidence.
 - A. When a monitoring report is rated “in compliance” the Board has the option to note “with exception” in cases where one or more of the provisions of the policy are deemed “out of compliance,” or “with commendation” when one or more provisions of the policy have been met above and beyond the intent of the policy.
 - B. When a monitoring report is rated “out of compliance” the Board will proceed as follows: if non-compliance is deemed due to: (1) outside factors, the Board will require and accept a plan or timeline from the Superintendent for compliance and add it to the policy; (2) unclear policy, the Board will consider changes to the policy; or (3) actions of the Superintendent, the Board will ask the Superintendent when the policy will be in compliance or the Board takes further action.
6. All policies, which instruct the Superintendent, will be monitored at a frequency and by a method chosen by the Board. The Board can monitor any policy at any time, by any method but will ordinarily depend on receiving the Superintendent’s monitoring reports on the following schedule.

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MONITORING SCHEDULE/ METHOD	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
EL-1: Global Executive Constraint INTERNAL	*1 st Regular mtg.											
EL-3: Treatment of Students and Their Families INTERNAL							1 st mtg.					
EL-4: Treatment of Staff INTERNAL							1 st mtg.					
EL-5: Financial Planning/ Budgeting INTERNAL/ EXTERNAL						2 nd mtg. Internal					**2 nd mtg. External	
EL-6: Financial Condition & Activities INTERNAL/ EXTERNAL						2 nd mtg. Internal					**2 nd mtg. External	
EL-7: Emergency Superintendent Succession INTERNAL									2 nd mtg. Internal			
EL-8: Asset Protection INTERNAL/ EXTERNAL						2 nd mtg. Internal					**2 nd mtg. External	
EL-9: Compensation & Benefits INTERNAL/ EXTERNAL									2 nd mtg. Internal		**2 nd mtg. External	
EL-10: Communication & Support INTERNAL									2 nd mtg. Internal			
E-1: Global Mission												1 st mtg.
E-2: Academic Achievement												1 st mtg.
TOTAL EACH MONTH	1					3	2		3		4	2

As Directed by Policy

* EL-1 – report will be received by the Board prior to the evaluation

** EL-5, EL-6, EL-8 & EL-9 – will be received by the Board in conjunction with the Annual Independent Auditors’ Report

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7. Evaluation of the Superintendent's performance will be accomplished as follows:
- A. Before July of each year, the Board will meet with the Superintendent to discuss the Ends and Executive Limitations that the Superintendent's performance will be judged by in the upcoming school year. Any changes to Ends policies intended to be effective in the upcoming school year must have been completed by the preceding February in accordance with GP-9, paragraph 2.
 - B. Each January, the Board will conduct a formal summative evaluation of the Superintendent. The summative evaluation will be based upon data collected during the previous school year from the monitoring of Board policies on Ends and Executive Limitations. A written evaluation document will be prepared by the Board, and will be reviewed by the Board and the Superintendent at an open meeting, noticed as provided by the Nevada Open Meeting Law.
 - C. The evaluation instrument will consist of:
 - The Monitoring report data developed by the Superintendent and previously submitted * to the Board under the schedule provided above and monitoring data requested by the board pursuant to 2B and 2C and rated at the time of submission. If the reports have been rated pursuant to schedule, there is no need to rate them again during the evaluation process.
 - A summary of the monitoring report ratings for the current evaluation cycle, prepared by the Board office staff.

*Previous year data can be found in the appendix and includes a current list of indicators.

The Superintendent and the Board president will sign and date the completed Superintendent appraisal following the performance evaluation meeting.