

WORKING DRAFT

October 12, 2016

November 9, 2016

December 8, 2016- ADOPTED

STATE SUPERINTENDENT OF EDUCATION EVALUATION

Please indicate your rating on a scale of 1 to 3:

CRITERIA	SCORE	COMMENTS
	1= Needs Improvement 2= Proficient 3= Exceptional	
PERFORMANCE RESPONSIBILITIES:		
I. STATE SUPERINTENDENT OF EDUCATION		
A. Implements policies of the State Board of Education.	1 2 3 1.5	
B. Reports on a monthly basis to the State Board of Education members on the status of: - programs; - major personnel decisions and/or negotiated salary; - operations, including fiscal/budgetary matters, audits and investigations.	1.5	The Board does not receive supporting documentation for our meetings in a timely manner. This must improve.
C. Informs the Board about State and Federal laws and regulations, as well as current trends and developments in education.	2.2	

D. Informs Board members when the State Superintendent of Education will be in their respective school districts;	2	
E. Informs Board members of significant events in their respective school systems.	1.5	
F. Performs duties as State Superintendent of Education as prescribed by law.	1.75	
G. Informs Board members of significant events in the State.	1.75	
II. EDUCATIONAL LEADERSHIP OF SCHOOLS		
A. Provides for supervision, evaluation, and professional growth of State Department of Education personnel.	1	It is my understanding that Mr. Sentance has not yet met many of the SDE employees Not aware of evaluation plans
B. Supervises the planning, implementation, and evaluation of curriculum and instruction.	1	
C. Communicates timely and effectively vision/mission to staff, local superintendents, administrators, teachers, students, parents/guardians and other stakeholders.	1.25	
D. Establishes goals for improving student achievement in all assessments: - Works to consistently reduce the number of and to eventually eliminate "failing schools"; - Takes leadership role in improving education by reducing remediation and improving Math, Reading, and Science proficiencies; - Works to improve the percentage of students that are proficient in Reading and Math on the ACT Aspire or other future-determined assessment;	1.7	The math, science & English committees gave relevant + informative suggestions to improving academic performance. Their ideas should be included in strategic plan + the committees should continue to provide feedback for improvements. More work on lowering remediation rates needs to occur.

- Improves the percentage of students benchmarking on all four subtests of the ACT.		
III. FINANCIAL MANAGEMENT		
A. Provides a comprehensive review of the Department's finances to include individual section budgets and number of personnel.	1.75	This has been improving, but we continue to need a comprehensive review that aligns SOE priorities with the budget
B. Seeks sufficient funding for the school system as needed.	1.5	
C. Prepares an annual budget that reflects the priorities of the State Board of Education.		
D. Ensures that expenditures are within limits approved by the State Board.	1.0	Finances have been an area of concern.
E. Ensures compliance with federal and state laws, as well as policies.	—	
F. Implements procedures for procurement and fixed assets control of equipment and supplies.	—	
G. Maintains a current fixed assets inventory.	—	
H. Provides a plan to improve efficiencies of the Department, and updates the State Board of Education accordingly via a report made on a quarterly basis.	1	Some departments in SOE need more resources, others fewer. More efficiencies could be gained and our students & LEAs could be better served.

I. Keeps the Board fully informed of major personnel decisions or negotiated salaries. Notifies the Board of audits or investigations regarding finance. Provides year-end report of expenditures by section showing amounts spent and amounts left.	1.5	(Concern over inadequate hiring procedures. Some positions could be filled with current DOE employees. Check there first. Step one in hiring is to verify that adequate funds are available. Not sure this happens. Excessive number of non-merit, highly paid employees. We need more justification for this. unaware of local media use)
IV. COMMUNITY RELATIONS		
A. Develops and implements a state-wide plan for community relations.	—	
B. Utilizes state/local media in community relations.	1.5	
C. Models positive community involvement.	1.5	
D. Recruits, hires, and retains personnel who have the potential to meet the needs of all.	1.7	Some new hires have been slow to make solid contributions. May need more mentoring, guidance.
V. COMMUNICATION AND INTERPERSONAL RELATIONS		
A. Speaks clearly, correctly, and coherently.	1.9	Presentations have improved. Should ask for clarification on any issues of concern.
B. Writes clearly, correctly, and coherently.	2.5	
C. Establishes effective communication processes with stakeholders, using modes of communication including blogs, vlogs, and education-related articles on the Departmental website.	1.7	
D. Establishes effective interpersonal relations.	1.2.5	Communication with staff. LEAs, educators in general. Rumors & has room for for improvement. Rumors & leads often create confusion. The formation of student & teacher advisory committees is a solid idea, but meeting only once with them is not sufficient.

E. Provides timely, effective, and appropriate communication with local school superintendents.	1.4	Needs improvement.
F. Ensures that website is updated, user-friendly and easy to navigate.	1.5	Conduct a survey of stakeholders & enough others with solid website to improve ours
G. Establishes a liaison for public contact who is clearly listed on the Department's website.	1.0	Consistent complaint is that SOE does not answer questions at all, inadequately, ruckely. Many stakeholders can't find the right person to contact to address their concern. Needs help. This needs attention.
VI. PROFESSIONAL DEVELOPMENT, LEADERSHIP, AND RESPONSIBILITIES		
A. Improves professional knowledge and skills.		
B. Implements federal, state, and local laws (if applicable), policies, and procedures.	2	
C. Selects appropriate channels for communication/resolving concerns and problems.	1.5	
D. Performs duties in an effective manner.	1.2	
E. Provides data to the State Board of Education and other agencies as requested.	1	We need it in time to fully review materials before our meetings
F. Performs duties in accordance with established job description.	1.5	
Attention to financials, needs of educators, relationships with stakeholders, increased SOE efficiencies & effective way +		

Signature Board Member: Shirley McCall Date: 7-20-17

Signature Superintendent: _____ Date: _____

Mostly, the needs of Alabama students should be emphasized