



# The Catskill Area School Study Council School Boards Institute



## Superintendent Evaluation Virtual Workshop 2021 Developing and Supporting Effective Superintendents Monday, April 26, 2021 3:00 PM– 7:00 PM

**Program Objectives:** A well-designed, evidence-based evaluation process strengthens the relationship between the board and the superintendent, promotes focused goal setting, and fosters accountability and growth. It is an essential component to effective governance and a successful school district. In this virtual workshop, participants will gain an understanding of NYSSBA's Superintendent Evaluation instrument and the important milestones of a year-long evaluation process. Join us as we share how this process can minimize challenges, foster powerful conversations, and strengthen relationships on your governance team.

### Agenda

#### **3:00 – 3:15: Welcome and Introduction**

#### **3:15 – 3:45: The Evaluation's Purpose: To Develop and Support**

A superintendent's evaluation should be more than checking a box on a rubric scale. Hear what defines a high quality evaluation and how it can be used to strengthen relationships between the board and superintendent.

#### **3:45 – 5:00: Part I -The Evaluation Process: Fair, Reliable, and Evidence-based**

Learn about the standards of superintendent performance and how to establish goals that are specific, measurable, achievable, relevant, and time-bound (SMART). Learn the importance of using unbiased supporting evidence throughout the evaluation process.

#### **5:15 – 6:30: Part II -The Evaluation Process: Fair, Reliable, and Evidence-based**

Learn about the standards of superintendent performance and how to establish goals that are specific, measurable, achievable, relevant, and time-bound (SMART). Learn the importance of using unbiased supporting evidence throughout the evaluation process.

#### **6:30 – 7:00: The Evaluation: Providing Feedback/Addressing Concerns**

The evaluation process can spark powerful conversations for change. Learn best practices for making the most of this opportunity when the feedback is positive or constructive. We will also address various challenges that arise throughout the evaluation process.

Ongoing professional development for BOE members is important. Please share this event with your Board of Education. Feel free to contact Suzanne Swantak-Furman, Executive Coordinator or Carolyn Leon-Palm, Assistant Coordinator, at CASSC for more information at (607) 436-2533. **Please note that we require a minimum of 16 people to host this training.** We thank you for your continued support.



Registration materials are available on our website and will be distributed to superintendents and board clerks of our member districts via email and paper

[http://oncbooces.org/adult\\_education/c\\_a\\_s\\_s\\_c\\_professional\\_programs/school\\_boards\\_institute](http://oncbooces.org/adult_education/c_a_s_s_c_professional_programs/school_boards_institute)



# REGISTRATION FORM

## CASSC School Boards Institute

### Superintendent Evaluation Virtual Workshop 2021

Developing and Supporting Effective Superintendents

Monday, April 26, 2021

Scan and email this form to [cpalm@oncboces.org](mailto:cpalm@oncboces.org)

Registration deadline is **Thursday, April 15, 2021.**

THANK YOU!

District: \_\_\_\_\_

**Participant Name:**

**Email (Please print clearly)**

- |          |       |
|----------|-------|
| 1. _____ | _____ |
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| 3. _____ | _____ |
| 4. _____ | _____ |
| 5. _____ | _____ |

**Total number of participants registered:** \_\_\_\_\_ **Total Cost \$** \_\_\_\_\_

***Registration Fee: Fully BOCES aidable through the 622 COSER***

***\*CASSC Member (532 Coser)Rate: \$95***

***NON-Member: \$140***

***\* The charge to the school district per person is aided through BOCES 622 Co-Ser.***

***\*\*Please note there will be a minimum of 16 people to host this training.***

\_\_\_\_\_  
Superintendent's Signature

\_\_\_\_\_  
Date

Registration materials are available on our website and will be distributed to superintendents and board clerks

[http://oncboces.org/adult\\_education/c\\_a\\_s\\_s\\_c\\_professional\\_programs/school\\_boards\\_institute](http://oncboces.org/adult_education/c_a_s_s_c_professional_programs/school_boards_institute)