



The Catskill Area School Study Council
School Boards Institute in Partnership with NYSSBA



Superintendent Evaluation Workshop
“Developing and Supporting Effective Superintendents”

Friday April 1, 2022
Quality Inn, Oneonta NY
12:00pm-4:30pm

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 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

12:00- 12:45pm: Registration & Lunch

12:45-1:00pm: Welcome and Introductions

1:00-1:30pm: 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.

1:30-2:45pm: 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 timebound (SMART).

2:45-3:00pm: Break

3:00-3:30pm: Part II -The Evaluation Process: Fair, Reliable, and Evidence-based

Learn the importance of using a rubric to rate performance on a scale that clearly identifies the evaluative criteria. We will explain why the evaluation must be based on unbiased supporting evidence and share examples of good (and not-so-good) evidence. Possible sources of evidence will be explored.

3:30-4:15pm: 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.

4:15- 4:30pm: Q & A

Sometimes, the most valuable aspect of a workshop is having the opportunity to have your questions answered. Bring your questions as we conclude our workshop with an open forum questions and answers session.

Ongoing professional development for our local BOE members is important. Please share this event with your Board of Education. 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 14 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





REGISTRATION FORM

CASSC School Boards Institute

Superintendent Evaluation Workshop 2022 Developing and Supporting Effective Superintendents Friday April 1, 2022

Scan and email this form to cpalm@oncboces.org

Registration deadline is **Thursday March 24th.**

THANK YOU!

District: _____

Participant Name:

Email (Please print clearly)

- | | |
|----------|-------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |
| 5. _____ | _____ |

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

Registration Fee: Fully BOCES aidable through the 622 COSER

***CASSC Member (532 Coser) Rate: \$ 150 per participant**

NON-CASSC Member: \$195 per participant

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

****Please note there will be a minimum of 14 people to host this training.**

Superintendent's Signature

Date

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http://oncboces.org/adult_education/c_a_s_s_c_professional_programs/school_boards_institute