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## **Purpose/Background**

Rocky View Schools believes an important supervisory responsibility is the growth and evaluation of school-based administrators. Rocky View Schools believes in the value of a collaborative evaluation system that focuses on:

- the nine competencies and indicators embedded within the Leadership Quality Standard -
- the use of a self-reflective tool in the evaluative process; and
- the developmental assessment in which the supervisor shares the results of observations and performance analysis with the administrator in order to identify the administrator's strengths, as well as areas for growth.

## **Procedures**

1. This Administrative Procedure shall be consistent with the sections within the Education Act pertaining to the role of the Principal.
2. The evaluation of the administrator's performance will be conducted according to the principles of fairness and will provide support for the administrator in the process.
3. Evaluation of the Principal is the responsibility of the Associate Superintendent of Schools/designate.
4. Evaluation of the Assistant Principal is the responsibility of the Principal.
5. Administrators with a probationary designation are evaluated annually over a period of two complete school years. Successful completion will result in a continuous contract designation.
6. Principals with continuous administration designations will be evaluated when:
  - 6.1 A request for evaluation is received in writing by the Superintendent from the Principal
  - 6.2 A Principal is identified as being deficient in one or more Leadership Quality Standards. Only the deficient standard(s) will be evaluated and will follow year two of the probationary administrative evaluation process.
7. In implementing the Procedures for School-Based Administrator Evaluation, the following documents are to be used:
  - 7.1 RVS AF432-A (Admin) Leadership Quality Standard – Reflective Tool – suggest that (Admin) be removed to reflect just LQS
  - 7.2 RVS AF432-B School-Based Administrator Evaluation

Reference:

- RVS AF432-A (Admin) Leadership Quality Standard – Reflective Tool
- RVS AF432-B School-Based Administrator Evaluation
- Education Act 33, 52, 53, 197, 202, 203, 204, 222
- Alberta Education Leadership Quality Standard
- Collective Agreement