

**RIDGEFIELD PARK SCHOOL DISTRICT
PRINCIPAL EVALUATION SYSTEM
SY 2009-2010**

Introduction

As part of the federal requirements for states' receiving funding under Phase 2 of the State Fiscal Stabilization Funds Program, all school districts in New Jersey are providing information to the public on the procedures they use to evaluate teachers and principals. The information presented below will help you understand Ridgefield Park School District policies and procedures for evaluating principals and assistant principals.

Confidentiality concerns: To protect the confidentiality of individual evaluations, our district is not are not required to provide a district-level statistical summary of principal evaluation outcomes in those cases where there are fewer than 10 principals in a district.

Section 1: Description of Principal Evaluation System

All principals are evaluated informally nearly every day throughout the year by the superintendent. Often, during the year the superintendent meets with each principal to discuss/review progress being made toward expected outcomes. The superintendent completes an Annual Performance Report. The report is based on New Jersey Professional Standards for School Leaders. It includes both checklists and evaluator narratives. General categories for evaluation such as administrative skills, instructional leadership, communication and interpersonal skills, professional qualities, and professional growth plan are reviewed.

Elements that are assessed among the general categories include how effectively and fairly the principal completes staff evaluations; the degree of knowledge that the principal demonstrates of excellent methods of teaching and how well he/she facilitates professional growth and increased effectiveness of teachers; how frequently and effectively he/she participates in school and community events and serves as an ambassador of the school and district; how he/she performs responsibilities with the goal of improving instruction and student outcomes.

Annually, the results of our principal evaluation system help us to plan professional growth opportunities, determine continued employment, inform tenure decisions, principals' placements, and principal awards or special recognition.

Untenured and tenured principals are formally evaluated one time each year. However, untenured principals are informally observed more frequently than tenured principals. All the criteria for informal and formal performance observation and formal annual performance are the same.

Section 2. Evaluation Outcomes

To protect confidentiality, we have been directed NOT to post evaluation outcomes because our district has fewer than 10 principals.