

**SAUGUS PUBLIC SCHOOLS  
PERFORMANCE EVALUATION  
PRINCIPAL**

The specific purposes of evaluation are set forth under M.G.L. c.71 and 603 CMR 35.00. They provide (a) information for continuous improvement of performance through an exchange of information between a person being evaluated and the evaluator, and (b) a record of facts and assessments for personnel decisions.

Principals are evaluated on an annual basis. Prior to October 30<sup>th</sup> of each year, the evaluator will meet with evaluate in a pre-evaluation conference to discuss the expectations set forth with the Principles of Effective Administrative Leadership and to set goals. The evaluator and evaluate will determine how the principles, standards, and indicators will serve as the foundation for expectations of the role and related responsibilities of the principal. These goals will include, but not be limited to: (1) the School Improvement Plan, (2) District / Strategic Goals, (3) Student Achievement, and (4) Professional Development. The Summative Evaluation will be based upon the Principles of Effective Administrative Leadership (see attachment) and the accomplishments related to these goals.

The Superintendent is responsible to perform and annual evaluation on all principals.