

Allendale Public Schools
Administrator Evaluation Process
 2011-2012

Evaluation Components

Goals – 3 PROCESS

- Personal Professional Learning focus
- Student achievement focus **OR** Department performance focus
- School improvement plan focus **AND/OR** Strategic plan focus

Timeline

1. Bimonthly Meetings to Review Progress
 - September, November, January, March, May
2. Goals due & signed by October 1, 2011
3. Staff Survey – January 2012
4. Parent & Student Feedback – February 2012
5. Self-Reflection—May 2012
6. Supervisor Review – Rubric – June 2012

Performance-based Compensation Criteria:

- Student or Department Performance Data – 50% PRODUCT
 - i. Minimally Effective = Data show maintenance of performance at current levels
 - ii. Effective = Data show increase of performance from current levels
 - iii. Highly Effective = Data show increase of performance by 25% over previous levels
- Staff, Parent, Student Feedback – 20% PERCEPTION
 - i. Minimally Effective = mean of 3.0 to 3.49
 - ii. Effective = mean of 3.5 to 4.25
 - iii. Highly Effective = mean of 4.26 to 5.0
- Supervisor Review (Rubric) – 20% EVIDENCE/EVALUATION
 - i. Minimally Effective = mean of 2.5 to 2.99
 - ii. Effective = mean of 3.0 to 3.5
 - iii. Highly Effective = mean of 3.51 to 4.0
- Goals Review – 10% PROCESS
 - i. Minimally Effective—evidence of growth on one goal
 - ii. Effective—evidence of growth on all goals
 - iii. Highly Effective—evidence of growth exceeds 25%

Administrator Rating Scale (Req. by MDE)	Merit Pay Structure
Highly Effective	2.0% Increase to salary
Effective	1.0% Increase to salary
Minimally Effective*	No Change in Salary
Ineffective**	1.0% Reduction to salary

*An administrator receiving a “Minimally Effective” rating will be placed on a Plan of Assistance for one year. If improvement to the “Effective” category does not occur, the administrator’s contract will be terminated.

**An administrator receiving an “Ineffective” rating may be placed on a Plan of Assistance for one year or have his/her contract terminated.