

## MICHAEL PARK SCHOOL AND KINDERGARTEN POLICY

### PRINCIPAL'S APPRAISAL

#### Rationale

Given the Principal's role as chief executive of the school and responsibility for overall leadership and management, the Board of Trustees, as employer, has an obligation to conduct an appraisal programme designed to assist the Principal to perform these responsibilities as effectively as possible.

#### Guidelines

1. Responsibility for managing the Principal's appraisal will be delegated to the Board Chairperson who will ensure that the development of a performance agreement and inclusion of various appraisal requirements for the Principal which meet legal requirements.
2. The Board will provide clear guidelines for the Principal's appraisal which:
  - a. Reflect the need for the Principal and Board to work closely in developing the Principal's Performance Agreement and appraisal process
  - b. Ensure that expectations and requirements are aligned with the professional standards for principals and fit within the parameters of the current Area School Principal's Collective Employment Agreement
3. The focus of the annual appraisal will be the Principal's Performance Agreement which reflects:
  - c. The Area School Principal's Collective Agreement
  - d. The strategic and annual plans of the school
  - e. The Principal's job description which outlines key tasks and performance indicators
  - f. The Principal's Professional Standards including the following dimensions of practice: Culture, Pedagogy, Systems, Partnerships, Networks
4. The annual appraisal cycle will also review the professional development activities undertaken by the principal to improve personal performance and, as part of this process, identify and negotiate future performance and development objectives
5. In the management of the Principal's appraisal the Board, through the Board Chairperson, will ensure that:
  - g. All legal and contractual requirements of this policy are met
  - h. The annual budget includes appropriate provision to enable the appraisal process to be satisfactorily conducted
  - i. Where the services of an independent appraiser are employed, that the Principal is consulted as to the final selection
  - j. A written appraisal report detailing the conclusions of the appraisal review is prepared in consultation with the Principal. This report will be tabled and discussed "In Committee" at a Board meeting.
  - k. In the event of any dispute relating to the appraisal process or outcomes, an independent mediator, agreed to by all parties, will be called upon to mediate. Ultimately the Board will carry responsibility for any final decision.

Ratified by Board/RSST:



Signed for BOT/RSST

Date: 10/04/2017