

## BOARD MEMO

Date: January 4, 2024  
For ACTION  \_\_\_  
For INFORMATION  \_\_\_

**FROM:** Michelle Rief, Chair, Alexandria City School Board

**TO:** Members of the Alexandria City School Board

**TOPIC:** Superintendent's Evaluation Criteria Development Committee

### **ACPS 2025 STRATEGIC PLAN GOALS**

Goal 1: Systemic Alignment

Goal 2: Instructional Excellence

Goal 3: Student Accessibility and Support

### **SUMMARY**

On January 6, 2022, the School Board appointed members Meagan Alderton, Willie Bailey and Tammy Ignacio to serve on the Superintendent's Evaluation Criteria Development Committee. The purpose of this ad hoc committee is to review and develop the Superintendent's Evaluation instrument in accordance with Policy BCE: School Board Committees. Given the resignation of Board member Willie Bailey, the Chair recommends that Kelly Carmichael Booz be appointed to serve on the Superintendent's Evaluation Criteria Development Committee.

### **BACKGROUND**

In April 2019, the School Board determined that it wanted to revisit and develop updated performance criteria for the Superintendent's evaluation and formed the Superintendent's Evaluation Criteria Development Committee. Policy BCE grants the School Board the authority to appoint an ad hoc Committee to accomplish this.

In accordance with Virginia Department of Education (VDOE) Policy CBG-1, local school boards must evaluate the Division Superintendent annually. The Alexandria City School Board elected to use the *Guide for Uniform Performance Standards and Evaluation Criteria for Superintendents*, created by the VDOE which allows local school boards to adopt the evaluation system "as is" or make adjustments tailored to a specific school division's needs.

The Superintendent Evaluation Criteria Development Committee initially met on May 29, 2019 to develop a work plan for evaluating and updating the Superintendent evaluation instrument. The new instrument was adopted on November 14, 2019. Since that time, additional metrics and modifications have been made to meet the needs of the Superintendent's evaluation.

**RECOMMENDATION**

The Chair recommends that the School Board approve the appointment of Kelly Carmichael Booz to the Superintendent's Evaluation Criteria Development Committee.

**CONTACT**

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