Stark County Board of Developmental Disabilities

Policy 1.06 Superintendent Performance Evaluation and Compensation	Effective: 3/26/19
Chapter 1: Governance	Page 1 of 2

SUPERINTENDENT PERFORMANCE EVALUATION AND COMPENSATION

POLICY

The Superintendent is the official link between the Board and the organization that it governs. The responsibilities of the Superintendent lie in the exercise of delegated authority and compliance within the parameters established by Board policy and the powers delineated in the Ohio Revised Code 5126.0226 and 5126.0227.

Consequently, the Superintendent's job contributions can be expressed as performance with respect to eight components:

- Agency Mission Compliance
- Leadership and Communication Skills
- Fiscal Management
- Stakeholder Relationships
- Staff Management
- Political Contacts and Representation
- Interpersonal Skills
- Board Relationship

The essence of the performance evaluation shall be results-focused rather than subjective or personality oriented. The annual evaluation will provide an overall written assessment of performance relative to this policy statement and its employment contract with the Superintendent. The Board determines if the Superintendent will be on an annual contract, or will receive a multiple year contract. The performance evaluation is a significant factor, coupled with market and economic factors, which determines compensation. The compensation of the Superintendent is defined within the employment contract, or by addendum to a multiple year employment contract. If the Board members have questions regarding compensation, the Board President may inquire with consultants, the Ohio Association of County Board of Developmental Disabilities (OACBDD), or the Director of Human Resources regarding market trends within the field to assist them with making decisions regarding compensation for the Superintendent.

The Board and the Superintendent shall develop procedures to implement this policy.

Historical Resolution Information	**Reviewer(s):**
Date **Resolution Number** 1/19/13 01-09-13 3/22/16 03-15-16 3/26/19 03-13-19	Superintendent

SUPERINTENDENT PERFORMANCE EVALUATION AND COMPENSATION

PROCEDURE

1. The Superintendent will, in December of each year, draft an annual action plan for the next calendar year and will identify no more than 15 goals that will serve as goals for the Superintendent's performance evaluation for the next year.

2. The Superintendent shall two times each year: (i) complete a written self-evaluation of progress on meeting objectives so approved by the Board from the annual action plan; and (ii) complete a report on overall corporate performance as identified within the annual action plan for the preceding year. These reports will be provided to the Board for review in June and December of each year.

3. The Board President will obtain input from the officers of the Board, and other Board members and prepare a written evaluation of the Superintendent's performance that encompasses the Superintendent's strengths, opportunities for improvement, and accomplishments. The Board President will provide a summary of the performance review to the Board in December of each year. The Board will meet in private without the Superintendent for the specific purpose of reviewing the performance evaluation.

4. The Board President will bring the results of this performance appraisal, including specific areas of outstanding performance and any deficiencies in the performance of the Superintendent, to his/her attention in writing. The Board President shall meet with the Superintendent to discuss the evaluation. The Superintendent shall be provided with a reasonable opportunity to redress any deficiencies in performance and to reply to any issues identified about which he/she might have concern or wish to comment.

5. The Board President shall provide the Superintendent with more informal or formal feedback on his/her performance as issues may arise.