

**KEYSTONE OAKS SCHOOL DISTRICT
CONTRACT FOR EMPLOYMENT
OF THE SUPERINTENDENT**

THIS AGREEMENT is made and entered into this _ day of June 2022, by and between the Board of School Directors of the KEYSTONE OAKS SCHOOL DISTRICT, a third-class school district, organized and operating under the laws of the Commonwealth of Pennsylvania, with its Administrative Offices located at 1000 Kelton Avenue, Pittsburgh, Pennsylvania 15216, (hereinafter referred to as “School District”)

A
N
D

DR. WILLIAM P. STROPKAJ, an adult individual currently residing at [REDACTED] (hereinafter referred to as “Dr. Stropkaj” or the “Superintendent”).

WHEREAS, at a regularly scheduled meeting duly and properly called on the 18th day of January, 2022, the Board of School Directors reappointed Dr. William P. Stropkaj as the Superintendent for the School District for a term of five (5) years in accordance with the provision of Section 505, 1071, and 1073 of the Public School Code of 1949, as amended; and WHEREAS, Dr. Stropkaj is eligible to serve as Superintendent; and

WHEREAS, the parties have agreed upon certain terms and conditions of employment and desire to reduce said terms and conditions to writing.

NOW, THEREFORE, the parties, intending to be legally bound thereby and in consideration of the mutual covenants contained hereby do agree as follows:

I. Term

- A. The employment of the Superintendent under this Agreement shall commence on July 1, 2022, and shall continue without interruption, unless terminated earlier, through June 30, 2027.
- B. If the Superintendent decided to resign / retire during the term of this agreement and fails to provide one hundred fifty (150) calendar days written notice to the Board of School Directors, the Superintendent shall be subject to a penalty of Five-Thousand (\$5,000.00) Dollars and ineligible to receive any benefits or compensation to which the Superintendent would otherwise have been entitled as a result of severance of employment duly notified.
- C. The Board shall give written notice not less than one hundred fifty (150) days prior to the expiration of this Contract of its intention to reappoint the Superintendent or not reappoint the Superintendent and open the position.
- D. The School District and Dr. Stropkaj agree that the District shall have no obligation to employ the Superintendent in any capacity and Dr. Stropkaj has no expectation of

continued employment in any capacity with the School District past June 30, 2027. This agreement shall not automatically renew.

II. Definitions, Qualifications and Duties

- A.** The term “Board” where used in this Agreement, shall refer to the legally elected or appointed representatives of the School District.
- B.** The term “Employee” where used in this Agreement, shall refer to the Superintendent, Dr. Stropkaj.
- C.** The Superintendent represents, warrants, and covenants that he possesses all of the qualifications that are required to serve as a Superintendent in the Public school of the Commonwealth of Pennsylvania. The Superintendent agrees to maintain throughout the term of this Contract a valid and current letter of eligibility and commission and other legal credentials as may be required by law and to present the same to the Board. If at any time the Superintendent shall no longer be eligible to serve as Superintendent he shall promptly notify the Board of School Directors. This agreement shall expire effective the date of his ineligibility.
- D.** The Superintendent further agrees to subscribe to and take the proper oath of office. The Superintendent hereby agrees to serve as superintendent for the term provided in Section I and further agrees to faithfully perform all duties imposed by the Public School Code of 1949, as amended, 24 P.S. § 1-101 et seq., as well as other applicable laws and regulations of the Commonwealth of Pennsylvania, and as provided herein in Section III.
- E.** The Superintendent shall attend all executive meetings of the Board except meetings or portions of a meeting during which the Board discusses the Superintendent’s position or performance or issues related thereto. The Superintendent shall, subject to the supervision and authority of the School Board and its successors, serve as Superintendent for the District performing those duties as set forth in the Public School Code, other applicable laws and regulations, Board policy of the District as the same may be amended from time to time, and such other duties and responsibilities as normally apply to such a position and as may be assigned to the Superintendent from time to time by the School Board.

III. Work Year

The Superintendent’s work year shall be 12 months, 260 workdays and shall observe paid holidays consistent with the School District’s approved calendar, unless otherwise specified.

IV. Assessment of Performance

- A.** An annual assessment of performance shall be the means by which the Board of School Directors shall evaluate the performance of the Superintendent. Such assessment of performance shall be conducted as described below in each year of this agreement and a score will be given. The annual assessment of performance shall comply with the Public School Code and Regulations implementing the School Code, if applicable to this

agreement. Review of the performance assessment shall be conducted in a private session. All parties agree that the performance assessment made shall be privileged and that the Board Members and Superintendent shall respect the confidentiality of the discussions, except to the extent as may be required by law. Nothing contained herein shall prevent the School District from using such evaluation in a hearing properly brought under the Public School Code. The parties agree that the Superintendent's employment with the District is subject to the Public School Code, as amended, and in effect from time to time.

- B.** It is extremely important for each individual to have a sense of his/her own performance and contribution to the organization. This can only be accomplished through regular communication with the Employee's supervisor in order to assess the Employee's performance based on the expectations of the Employee's job description, the Employee's accountability for achieving District goals (primary responsibility, supervisory responsibility, or support responsibility), and the Employee's progress toward meeting the Employee's individual objectives.

At least a final appraisal, will be held each year. Additional appraisals may be held as necessary. A written notification or performance level will be provided following the formal conference.

- C.** The final appraisal (individual conference, written evaluation and rating) shall occur prior to June 1st of each year. The performance assessment shall be conducted in accordance with the assessment instrument attached hereto and marked as Attachment A. The Assessment instrument contains a section for evaluating at least 3 mutually agreed upon goals reflecting Objective Performance Standards related to Student Growth and Achievement, Organizational Leadership, District Operations and Financial Management, Communication and Community Relations, Human Resource Management, and/or Professionalism. Such goals shall be mutually agreed upon by the Board of School Directors and the Superintendent no later than September 30 of each year.

The Superintendent shall be scored based on the Assessment instrument as follows:

DISTINGUISHED	3
PROFICIENT	2
NEEDS IMPROVEMENT	1
FAILING	0

The Superintendent shall also be given a score based on the average of the Building Level Scores (BLS) that are provided each year by the Pennsylvania Department of Education using the following rubric:

≥ 90	3
≥ 70	2
≥ 60	1
< 60	0

By way of example, the evaluation conducted prior to June 1st of 2023 will use an average BLS as described above which is reflective of the 2021-2022 school year. In the event that the Pennsylvania Department of Education does not calculate BLS in a given year, the

Superintendent shall be given the same score as was assigned based on the Assessment instrument.

In the event that the Pennsylvania Department of Education substantially changes or eliminates the SPP, the board and the Superintendent will mutually agree upon and document in writing a new metric for evaluation. Such an event will not affect the remainder of the contract, including the term, and the remainder of the contract will remain in force.

V. Salary Administration

For purposes of this Section V, the “cost of living increase” (COL) shall be defined as being based upon the average annual CPI-U comprised of the unadjusted percentage change from December of the preceding year to December of the current year.

A. Salary

The Superintendent’s base salary for the 2022-2023 school year, beginning on July 1, 2022, shall be calculated in the same manner as the Superintendent’s current contract, which is in effect from July 1, 2017 through June 30, 2022. The Superintendent’s base salary for the 2022-2023 school year will be one-hundred eighty-four thousand eight-hundred fifty dollars (\$184,850).

B. Salary Adjustment

Adjustment in the Superintendent’s salary for the school year 2023-2024 and subsequent contract years shall be determined by the Board in its sole discretion based upon the performance evaluation provided for in Section IV. The score provided by the assessment shall be multiplied by 50% and added to the score provided by the SPP multiplied by 50%, and the following table is referenced to determine the adjustment:

INCREASE BASED UPON PERCENTAGE OF CURRENT BASE SALARY

<u>3</u>	5% + COL
<u>2.5-2.99</u>	2% +COL
<u>2-2.49</u>	1% +COL
<u>≤2</u>	No adjustment

By way of example, an Employee rated Proficient (2) with an average BLS of 70 (2) would have a final score of $(2 * 0.5) + (2 * 0.5) = 2.5$, and receive an increase of 1% + COL.

In the 2022-2023 year of this contract the Superintendent’s total salary shall be capped and not exceed a maximum amount of One Hundred Ninety-Four Thousand (\$194,000.00) Dollars. Each year thereafter, during the term of this contract, the maximum amount available as set forth in this paragraph shall be increased by the COL as set forth herein above.

Salary increases shall be effective July 1 of each year of this contract unless otherwise approved by the Board.

The Board shall have the discretion to provide a salary increase of greater than what is prescribed by the evaluation score in any year of this contract. The Board also retains sole discretion, but shall not be obligated to award a performance bonus to the Superintendent. The Superintendent's salary may not be reduced without his consent.

C. Payment

The annual gross salary shall be paid to the Employee in equal installments in accordance with the schedule of salary payments in effect for twelve (12) month administrative employees of the School District.

D. Amendment

Any adjustments in the gross salary of the Employee made during the term of this Agreement shall be in the form of a written amendment between the parties and shall become part of this Agreement. However, any such adjustment or amendment shall not be construed as constituting the entry by the School District and the Employee into a new agreement, or in any manner as extending the anticipated termination date of this Agreement.

VI. Fringe Benefits/Leaves

A. Health/Major Medical

The District agrees to provide Health Care Insurance to the Superintendent during the term of this Contract. The Superintendent will contribute to the cost of health care benefits at the rate of 15% of the premium, based upon the selected coverage level.

The District will provide a base level insurance agreement. If the Superintendent wishes to partake in a higher level of coverage, the Superintendent shall pay the base premium contribution of 15% and 100% of the additional premium for the higher level of insurance coverage.

If the Superintendent waives health insurance, the Superintendent will be paid one-third (1/3) the cost per year of the plan for which the Superintendent is eligible. One-half (1/2) of the one-third (1/3) payment will be made in the last pay in December and the remaining amount will be paid in the last pay of June. The District shall arrange to have this payment deducted on a pretax basis.

The District reserves the right to switch to a benefit plan with substantially the same coverage should it benefit the District financially.

B. Dental/Vision

The District agrees to provide individual or full family dental care insurance. The District shall assume 85% of the cost of this plan for the selected level of coverage and the Superintendent shall contribute 15% of the cost of the plan.

If the Superintendent waives dental insurance, the Superintendent will be paid one-third (1/3) the cost per year of the plan for which the Superintendent is eligible. One-half (1/2) of the one-third (1/3) payment will be made in the last pay in December and the remaining amount will be paid in the last pay of June. The District shall arrange to have this payment deducted on a pretax basis.

The District agrees to provide individual or full family basic vision care insurance. The District shall assume 85% of the cost of this plan for the selected level of coverage, and Superintendent shall assume 15% of the cost. The District agrees to provide, at the Superintendent's expense, the option to purchase a more comprehensive vision insurance plan as available.

C. Life Insurance

The School District shall provide for the Employee's life insurance in the amount of two (2) times his/her annual salary rounded to the next higher hundred.

Dependent life insurance: Spouse - \$5,000; each child - \$2,500

The Employee may continue their life insurance coverage after retirement should they wish to, however they will be required to pay the premium for such insurance.

D. Travel Insurance

One hundred thousand dollars (\$100,000.00) group accident insurance covering travel on School District business.

E. Liability Insurance

The Superintendent shall be covered by the District's liability insurance for his actions as Superintendent to the extent permitted by law. Any deductible will be paid by the District.

F. Social Security

In accordance with applicable laws and regulations.

G. Worker's Compensation

In accordance with applicable laws and regulations.

H. Disability Income Protection

An Employee who, because of sickness or accident, is unable to perform the duties of his/her occupation is eligible for disability protection benefits provided by the School District under the following conditions.

The District shall provide the Employee a disability income policy providing for replacement income at 60% (sixty percent) of the Employee's per diem pay rate per year.

1. The Employee will have a 30-day wait period before disability benefits begin. Employees may use available sick days during this wait period.
2. The Employee will, after the 30-day period, be eligible for a two-year benefit period. Health sabbaticals shall not be taken consecutively with this leave.
3. During the disability benefit period, the District shall continue all other benefits in effect at the time of the commencement of the disabling injury or illness for a one-year period. During the first year, any health premium share must be made by the Employee. Should the leave extend to the second year, the Employee will pay health care premiums. Disability, for purposes of retirement reporting, will be considered extended sick leave. An Employee on such disability leave will be permitted to purchase up to one year of credited service in the Pennsylvania Public School Employee Retirement System, to the extent such a purchase is permitted by the retirement system. The Employee will be required to pay the District's share of such purchase.
4. Upon return from leave, the Employee shall, where possible, be returned to the position occupied at the time of disability.

I. Sick Leave Benefits

The Superintendent shall be credited with twelve (12) sick days per year in each year of this Contract.

1. Any employee hired who previously worked for another Pennsylvania Public School District immediately prior to Keystone Oaks, or in another position at Keystone Oaks not covered by this agreement, shall be eligible to transfer no more than twenty-five (25) sick days from their prior employer / position. These days will be used first in the event an employee chooses to use a sick day.
2. Employees may use sick days to care for the illness, injury, or disability of the Employee's spouse, parent or child. The District may require reasonable proof of the family member's illness, injury or disability.

3. Upon retirement from the School District and from the Public School Employees' Retirement System, the Employee shall receive Seventy-Five (\$75.00) Dollars per day for those carried over from previous employers / positions and Eighty-Five (\$85.00) Dollars per day for each unused sick leave day to a maximum reimbursement of Eighteen Thousand (\$18,000) Dollars. Sick leave days earned from previous employers/positions will be used before sick leave days earned for current position.
4. Notwithstanding the language in this Section VI, paragraph I. and paragraph J. below, in the event Superintendent is terminated for cause prior to the expiration of this Agreement, the Superintendent shall not receive any compensation for any unused sick days and/or vacation days which had been transferred to the District on the employee's behalf from a previous employer.
5. Monies due to the Superintendent under this paragraph shall be deposited as an employer Internal Revenue Code Section 403b contribution into an account of the Superintendent's choice. In the event of the Superintendent's death while still employed by the School District, payment for unused sick leave days shall be remitted to the Superintendent's estate.

J. Vacation

The Superintendent shall receive twenty (20) vacation days per year, to be prorated as appropriate during the Employee's first year of employment with the School District. The scheduling of use of said days must be approved in advance by the School Board.

Vacation days shall be credited on July 1st of each year of this Contract. The Superintendent may carry over a maximum of ten (10) unused vacation days to the following school year. All other unused vacation days will be converted to sick days and used in accordance with paragraph I. above. Any vacation days carried over to the following year must be used before October 31st of that year. Any unused, carried over vacation days will be converted to sick days and used in accordance with paragraph I. above.

K. Holidays

Consistent with the School District's approved calendar.

L. Bereavement Leave and Legal Leave

1. Bereavement:

The Employee shall receive death in family paid leave as follows:

- a) A maximum of three (3) days of leave will be granted for a death in the immediate family; including parents, siblings, spouse, child, grandparent, grandchild, parent-in-law, child-in-law, sibling-in-law, or near relative residing in the same household as the employee, or any person with whom the employee has made

his/her home. When special circumstances so dictate, this may be extended to five (5) days upon pre-approval of the Board.

- b) A maximum of two (2) days for the death of a near relative. A near relative shall be defined as first cousin, a parent's sibling, or sibling's child.
- c) A maximum of one (1) day for the death of a friend with bonds so close that good taste demands attendance at the funeral.
 - i. The Administration will require notification of the relationship between the deceased and the employee.
 - ii. Such time will not be deducted from sick leave.
 - iii. In cases involving immediate family as identified herein above and when funeral/memorial arrangements are delayed, these days may be taken at a later time when verification is provided to the Superintendent or his/her designee.

2. Appearance in Court of Law/Jury Duty

- a) An employee required to serve as a witness as a result of his/her employment with the School District, shall be entitled to payment for the day or days that he/she serves as a witness; provided, however, that this provision shall not apply where the employee has himself/herself initiated the action which requires him/her to be a witness. Any fees received for said witness service shall be remitted to the School District.
- b) An Employee who serves on jury duty on any day he/she is scheduled to work shall receive the difference between his/her daily compensation and compensation received for the jury duty; he/she shall endorse over to the School District any checks for such jury duty service.

M. Personal Days

The Superintendent shall receive three (3) personal days per year which may not be carried over. Unused personal days shall be forfeited.

The Employee shall receive no additional emergency days, as any emergency should be reasonably covered as a sick, holiday, bereavement, legal or personal day, in accordance with paragraphs I, J, K, L & M.above.

N. Professional Development and Dues

The Superintendent shall be entitled to attend one Pennsylvania and one national professional meeting, convention, or seminar each school year at the expense of the District and subject to approval by the Board, which shall not be unreasonably denied.

The District shall reimburse the Superintendent for dues paid to one state professional organization such as the Pennsylvania Association of School Administrators, and one national professional organization such as the American Association of School Administrators.

O. Mileage

The Superintendent will be reimbursed mileage for approved travel at the then current District approved mileage rate.

P. Payroll Deductions

The gross salary payable to the Employee during the term of this Agreement shall be subject to deduction for appropriate retirement contributions and all other deductions required by local, state and federal laws, regulations and rules.

Q. Retirement Program

If Superintendent retires and is at least 60 years of age, having 35 or more years of service within the PSERS system and at least 15 years of service within the Keystone Oaks School District, the Employee shall be entitled to the following benefits provisions upon retirement from the Pennsylvania Public Schools Retirement System:

The Retiree shall continue to receive the same level of medical, dental and vision coverage in which the Retiree was enrolled as of the date of retirement until retiree reaches age 65 or the effective date of Medicare coverage, whichever occurs first, but in no event for more than five (5) years following retirement from the Public School Employee Retirement System. The District shall not be required to provide such coverage if Superintendent is covered by an employer sponsored program.

When district health coverage ends for the retiree, it also ends for spouse and dependents.

The District agrees to pay the cost of the monthly premiums at 85% of the rate which was in existence at the time of retirement. All subsequent increases in monthly premium costs beyond the rate in existence at the time of retirement shall be the responsibility of Superintendent or surviving spouse.

If the Superintendent is required to change the level of coverage due to a change in family status (example: from “family” to either “individual” or “employee plus spouse”) Retiree will receive such change in coverage at the rate and scope in existence as of the date of retirement. All subsequent increases in monthly premium costs, including those cumulative increases which may have occurred from the actual year of retirement until the year in which the change in level of coverage is made, shall be the responsibility of Superintendent or surviving spouse.

VII. Investigations

- A. In the event that the Board of School Directors directs that any formal investigation of Dr. Stropkaj's conduct or performance be undertaken, Dr. Stropkaj shall be:
- Notified of the occurrence and purpose of such investigation prior to the commencement of same.
 - Granted the opportunity to respond, verbally or in writing, to any documents, findings or conclusions derived from such an investigation prior to the investigation's conclusion.
 - Granted access to all non-privileged or non-protected reports generated by such an investigation upon the completion of the investigation.
- B. Any investigation undertaken by the Board shall be completed in private without any public disclosure by the School District, the Board of School Directors or any individual members of the Board of School Directors or by Dr. Stropkaj, of the commencement or progress of the same, provided, however that any attorney, consultant, or other representative retained by the Board of School Directors shall be approved at a public meeting without reference to the purpose of the retention or the nature of the consultative work to be undertaken.

Nothing set forth herein shall obligate the School District, the Board of School Directors, any individual Board member or Dr. Stropkaj to provide attorney-client privileged or work product information to another party at any time during, or following the completion of, any formal investigation of Dr. Stropkaj's conduct or performance.

VIII. Outside Consulting

The Superintendent is permitted to engage in work as a consultant on matters unrelated to his employment with the District provided that said consultation shall not interfere with his full time duties as Superintendent and said consultation is done outside his full time hours.

IX. Modification

This Contract contains the entire compensation of the Superintendent and may not be changed or altered except in writing and mutually agreed upon by both parties.

X. Savings

If during the term of this Contract it is found that a specific clause of the Contract is illegal in Federal or State law, the remainder of the Contract not affected by such ruling shall remain in force.

XI. Obligations

This Contract shall be binding upon and shall inure to the benefit of the parties, their successors or assigns.

XII. Statutory Reference

All references to the Public School Code of 1949 contained herein shall also refer to and incorporate any amendment or recodification of the Code.

XII. Applicable Law

This Contract shall be construed in accordance with the laws of the Commonwealth of Pennsylvania.

XIV. Board Action

The terms of this Contract were approved by Board action on the _____, at a duly noticed and advertised public meeting.

IN WITNESS WHEREOF, the parties

hereto have set their hand(s) and seal(s) this _____ day of _____, 2022.

ATTEST:
DISTRICT

KEYSTONE OAKS SCHOOL

Joseph A. Kubiak, Secretary
Board of School Directors

By: _____
Theresa Lydon, President
Board of School Directors

WITNESS:

DR. WILLIAM P. STROPKAJ

By: _____
Superintendent

INDIVIDUAL MEMBER
FORM NO. I

For Areas of Responsibility A-F please use a scale of 0-4 (you may use decimals) pertaining to the following categories:

- Innovating (4)** The Superintendent ensures adjustments are made or new strategies are created so that all personnel know and attend to the achievement and goals.
- Applying (3)** The Superintendent ensures clear and measurable goals are established for all relevant areas of responsibility that are focused on critical needs for improving student achievement and the needed operational support at the district, school, and individual student levels and monitors the extent to which personnel know and attend to these goals.
- Developing (2)** The Superintendent ensures clear and measurable goals are established for all relevant areas of responsibility that are focused on critical needs for improving student achievement and the needed operational support at the district, school, and individual student levels.
- Beginning (1)** The Superintendent attempts to ensure clear and measurable goals for all relevant areas of responsibility but does not complete the task or does so partially.
- Not Using (0)** The Superintendent does not attempt to ensure clear and measurable goals for all relevant areas of responsibility.

For Area of Responsibility G please use a scale of 0-10 (you may use decimals) with 0 indicating that the objective was unmet or 10 being that the objective was fully met.

AREAS OF RESPONSIBILITY

A. Data-Driven Focus on Student Achievement (10%)

- 1. Ensures clear and measurable goals are established for all relevant areas of responsibility that are focused on critical needs for improving achievement and the needed operational support at the district, school and individual student levels. _____
- 2. Ensures data is analyzed, interpreted and used to regularly monitor the progress toward district, school and individual student goals. _____

Sub Total **_____**

B. Continuous Support for Improvement of Instruction (10%)

1. Provides a clear vision regarding the district instructional model and how to guide personnel and schools in operationalizing that model. _____
 2. Effectively supports and retains school and department leaders who continually enhance their leadership skills through reflection and professional growth plans. _____
 3. Executes performance evaluations of direct reports at least annually and reviews those evaluations with those staff members. _____
 4. Ensures that district and school leaders provide clear, ongoing evaluations of performance strengths and weaknesses for personnel in their areas of responsibility. _____
 5. Ensures an effective planned program of staff development. _____
- Sub Total** **_____**

C. Continuous Support of a Guaranteed and Viable Curriculum (10%)

1. Creates a high standard and expectation for K-12 achievement. _____
 2. Applies best practices of current trends and developments in curriculum and instruction. _____
 3. Evaluates curriculum for strengths and weaknesses and makes appropriate recommendations. _____
 4. Ensures that district-level program, curricular, and operational initiatives are focused enough that they can be adequately addressed in the time available to the district and schools. _____
 5. Ensures that curriculum and assessment initiatives and supporting operational practices at the district and school levels adhere to federal, state, and district standards. _____
- Sub Total** **_____**

D. Cooperation and Collaboration (10%)

1. Recommends needed policy or revision of existing policy to the Board. _____
2. Develops procedures to properly execute Board policy. _____
3. Communicates Board policy and actions to the public and staff. _____

4. Establishes and maintains clear, concise and effective communication with the Board. _____
5. Responds to Board requests for information in a timely manner. _____
6. Remains impartial toward all Board members. _____
7. Establishes and maintains clear, concise and effective communication with staff. _____
8. Is receptive to input and communication from staff; works to incorporate staff input into their school environment. _____
9. Delegates authority to staff members appropriate to the position each holds, and monitors progress. _____
10. Is receptive to input and communication from the student body; works to incorporate student input into their school environment. _____
11. Effectively communicates with parents/guardians of current students. _____
12. Establishes and maintains clear, concise and effective communication with Public. _____
13. Meets/interacts periodically with PFOs, KOCC, and other parent support groups. _____
14. Effectively communicates with local governments. _____
15. Effectively communicates with public/private agencies. E.g. AIU, SHASDA, PSBA _____

Sub Total **_____**

E. District Climate (10%)

1. Maintains professional development by reading, course work, conference attendance, and work on professional committees. _____
2. Creates and maintains broad networks which include other districts, intermediate units and government units. _____
3. Reacts appropriately when faced with an unexpected or disturbing turn of events. _____
4. Keeps students the center of the decision-making process. _____
5. Is visible to the student body through school visits; interacts with the student body through occasional attendance at both academic and non-academic activities. _____
6. Treats all personnel impartially. _____

- 7. Ensures constituents (e.g., school board, administrators, teachers, students, and parents) perceive the district as safe and orderly. _____
- 8. Acknowledges the successes of the whole district and individual schools. _____
- 9. Acknowledges the successes of individual students. _____
- 10. Acknowledges the successes of individual employees. _____

Sub Total **_____**

F. Resource Allocation (10%)

- 1. Recruits and assigns the most competent and best possible candidates for vacancies. _____
- 2. Supplies a "zero based" budget that is developed and submitted in a timely manner to allow board to review and revise. _____
- 3. Establishes a sufficiently detailed budget and capital plan with a minimum length of 3 years. _____
- 4. Determines that funds are spent wisely and that adequate budgetary control and accounting are maintained. _____
- 5. Offers professional advice to the Board on items requiring Board action, with appropriate recommendation based on thorough study and analysis of multiple options. _____
- 6. Keeps informed on needs of Buildings, Grounds and Transportation and makes recommendations for effective operations. _____
- 7. Keeps informed on needs of technology resources and makes recommendations for effective operations. _____
- 8. Keeps informed on needs of food services and makes recommendations for effective operations. _____
- 9. Keeps informed on needs of pupil support services and makes recommendations for effective operations. _____
- 10. Keeps informed on needs of safety services and makes recommendations for effective operations. _____
- 11. Keeps informed on needs of extracurricular resources and makes recommendations for effective operations. _____

Sub Total **_____**

G. Annual Objectives (40%)

- 1.
- 2.
- 3.

Scoring

The “maximum” points in sections A-F shall be calculated by taking the score of 3, corresponding to “Applying”, and multiplying by the number of questions in each section.

The “maximum” points in section G shall be calculated by taking the score of 10 and multiplying by the number of annual objectives to be considered.

A		Maximum 6	Weight 10%
B		Maximum 15	Weight 10%
C		Maximum 15	Weight 10%
D		Maximum 48	Weight 10%
E		Maximum 30	Weight 10%
F		Maximum 33	Weight 10%
G		Maximum 10 x #Annual Objectives	Weight 40%

Distinguished 79 and above

Proficient 49 to <79

Needs Improvement 33 to <49

Failing 0 to <33