



# Northeastern Catholic District School Board

## DIRECTOR OF EDUCATION PERFORMANCE APPRAISAL

Policy Number: T-9

Authority: 17-10/17-242/20-11/23-19

### POLICY STATEMENT

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The Northeastern Catholic District School Board (NCDSB) is committed to supporting the professional growth and development of the Director of Education through an annual appraisal process. The appraisal process provides an opportunity for constructive dialogue and exchange of information to clarify goals and expectations, to review accomplishments and to set direction for the Catholic school system based on the multi-year strategic plan. The NCDSB believes that the Catholic leadership of the Director of Education is of paramount importance to the overall success of the school system and ensures public confidence and accountability.

### REFERENCES

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*Education Act*

Section 169.1 Duties and Powers of Boards

Section 283 Chief Executive Officer

Section 283.1 Additional Duties of Director of Education

Ontario Regulation 309 Supervisory Officers

*Municipal Freedom of Information and Protection of Privacy Act*

NCDSB Multi-Year Strategic Plan

Good Governance for School Boards: Trustee Development Program

NCDSB Administrative Procedure

APT009 Director of Education Performance Appraisal

### DEFINITIONS

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Nil.

### POLICY REGULATIONS

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- 1.0 The annual performance review for the Director of Education shall be facilitated by the Chair of the Board, with all Board members participating.
- 2.0 The Director of Education and Chair of the Board will meet to determine appropriate timelines and the evaluation process to be used at least one time annually.
- 3.0 The performance appraisal process will consider different samples of evidence including but not limited to:

- i) reports and presentations made by the Director of Education relating to the multi-year strategic plan;
  - ii) stakeholder and Trustee survey responses;
  - iii) qualitative feedback from Trustees, through the Chair;
  - iv) performance evaluation indicators, determined by the Board.
- 4.0 The summative report will be completed and shared with the Board of Trustees and the Director of Education at a regular Board meeting, in public session.
- 5.0 The summative report will be filed in the Director of Education's personnel file within the Human Resources Department.
- 6.0 The attendant administrative procedures will detail the specific components and requirements of the performance appraisal process for the Director of Education.