



The Northwest Catholic
District School Board
SCHOOLS OF HOPE

GOVERNANCE POLICIES

Section	Number
BSR	3.0

BOARD-STAFF RELATIONSHIP

Policy Title: Performance Appraisal: Director of Education

Policy:

The Board will conduct an annual Performance Appraisal of the Director of Education that will evaluate the work of the Director of Education and provide feedback that will support the identified Board priorities.

1. The Performance Appraisal will be based on reports to the Board by the Director demonstrating the on-going achievement related to:
 - a) implementation of the initiatives of the Ministry of Education;
 - b) accomplishment of the provisions of the Board policies on Outcomes;
 - c) implementation of the Board's Multi-Year Strategic Plan;
 - d) organizational operation within the boundaries of prudence and ethics established in the Education Act, Board By-laws and policies.
2. During the course of the year, the Board will monitor the implementation of the Multi-Year Strategic Plan by means of the regular Board Meeting reports and the Chair and Vice-Chair will provide ongoing feedback to the Director.
3. Board Reports presented at Board Meetings for information, decision and monitoring will provide the basis for the appraisal.
4. Annually, at the January meeting, Board members will be required to provide feedback, in writing, using the Director of Education Performance Appraisal tool, to the Chair and Vice-Chair who will use the feed back to provide a summary report to the Director. In the year of an Ontario Municipal and School Board Election the appraisal process will be completed in November prior to the election of a new Board of Trustees.

5. Nothing in this policy is intended to change the duties and responsibilities of the Director as outlined in the Education Act and its Regulations, or from other expectations contained in the Agreement between the Director and the Board.

6. Notwithstanding section 4, In the event that a Director of Education is new to the role the Chair and Vice-Chair in consultation with the Director may choose to defer the performance appraisal within a mutually agreed to timeline.

<u>Cross Reference</u>		<u>Date Approved</u>	<u>Legal/Ministry of Education Reference</u>
<u>Section</u>	<u>Number</u>	March 22, 2003	Education Act Section 169.1 (1) (h)
		<u>Board Motion</u>	
		<u>Date of Last Review</u>	
		June 15, 2019	
		<u>Board Motion</u> 16-308	