

Sample Superintendent Goals

Example 1:

The parties agree to the following goals during the term of this agreement: At least twice a year, the Superintendent shall report on his progress on the goals.

1. **Keeping the Board Policy Manual up to date**
2. **Continuing work on crisis plans for each school building**
3. **Assisting with the operation of an Educational Foundation**
4. **Preparing budget projections to alert the Board to any financial concerns**
5. **Closely monitoring the curriculum to help improve student performance on state tests**

Example 2:

- **Goal A:** The superintendent will provide the leadership for all students and teaching staff to become competent users of current technology.
Measurement: By no later than January 17, 2008, the superintendent will provide the board of education a report from the Technology Committee outlining progress made during the previous year and the plans for the next year.
- **Goal B:** To facilitate the board work of developing and maintaining a current written board policy manual.
Measurement: By no later than November 13, 2007, the superintendent will review the board policy manual and make recommendations for changes due to state and federal statutes, regulations, court decisions and local board decisions.
- **Goal C:** The superintendent will evaluate student performance and make recommendations for increased student performance within the School District.
Measurement: By no later than December 20, 2007, the superintendent, as chairman of the district assessment committee, shall report the findings with respect to baseline data.
- **Goal D:** The superintendent shall meet with the facilities committee to review and develop a five-year plan for facilities improvement.
Measurement: The committee shall review life safety recommendations, grants, enrollment figures and existing facilities, and shall report to the board of education no later than December 20, 2007.
- **Goal E:** The superintendent will keep the board informed about the financial status of the school district.
Measurement: By no later than January 17, 2008, the superintendent will prepare a budget, analyze the financial report, and give a mid-year update report.

- Goal F:** The superintendent shall meet with the transportation committee to develop a five-year plan for transportation efficiency and safety.
Measurement: The committee will review the transportation needs of the school district, and shall report to the board of education no later than November 13, 2007.
- Goal G:** The superintendent shall compose a newsletter to the public informing them of school business and happenings.
Measurement: This will be distributed on an as-needed basis, which will be determined by the superintendent and the school board.
- Goal H:** The superintendent will require that complaints toward the District will be in written form.
Measurement: A file of complaints will be collected in the Unit office.

Example 3:

Statement of Goal	Method of Verification of Achievement and Progress Toward Goal	Frequency of Board Review of Superintendent Progress
The Superintendent will develop and implement programs designed to increase student standardized testing scores, including those on the PSAE/ISAT tests.	<ul style="list-style-type: none"> -Documentation of meetings where such programs were discussed -Documentation of programs developed and implemented -Test scores as provided by ISBE and test providers/scorers 	<p>Twice annually</p> <ul style="list-style-type: none"> -as part of the Superintendent's formal evaluation at the January board meeting -as a board verification that the Superintendent has met or is making adequate progress toward meeting the performance goals set at the July board meeting
The Superintendent will investigate and provide the school board with information regarding district structure, including reorganization.	<ul style="list-style-type: none"> -Documentation of research -Documentation of contacts made for presentations -Presentations to school board, either by self or invitees 	<p>Twice annually</p> <ul style="list-style-type: none"> -as part of the Superintendent's formal evaluation at the January board meeting -as a board verification that the Superintendent has met or is making adequate progress toward meeting the performance goals set at the July board meeting
The Superintendent will develop curriculum in math, reading and science to address students' needs in an effort to increase student standardized testing scores, including those on the PSAE/ISAT tests.	<ul style="list-style-type: none"> -Documentation of meetings where such curricular improvements were discussed -Documentation of curriculum developed and implemented -Test scores as provided by ISBE and test providers/scorers 	<p>Twice annually</p> <ul style="list-style-type: none"> -as part of the Superintendent's formal evaluation at the January board meeting -as a board verification that the Superintendent has met or is making adequate progress toward meeting the performance goals set at the July board meeting

Example 4:

Student Performance and Academic Improvement Goals:

- Improve student learning through the re-introduction of authentic learning opportunities (e.g., science fair) as measured by local assessments
- Monitor and report to the Board on status of “Adequate Yearly Progress” as defined in the No Child Left Behind Act and/or applicable state law

Administrative and Operational Goals

- Improve business function through development and supervision of the business manager
- Endeavor to improve work climate by thoroughly assessing employee opinions

Example 5:

Superintendent Performance Goals and Indicators

1. Student Performance Goal: **Maintain and increase overall level of student performance on required Illinois (ISAT and PSAE) testing and National (Iowa Test of Basic Skills) tests.**

Indicators: The superintendent will:

- a. Assess, report, and interpret achievement scores on Illinois and National testing.
 - b. Evaluate student performance with assistance of Building Principals and staff and report to the Board about effectiveness of current School Improvement Plans in addressing any concerns.
 - c. Make recommendations to the Board regarding changes in curriculum, instructional approaches and/or staffing patterns which may enhance or improve student performance.
2. Student Performance Goal: **Meet or exceed standards established by the No Child Left Behind Act.**

Indicators: The superintendent will:

- a. Insure that dissemination of appropriate requirements to Board, Building Principals, and staff occurs.

- b. Meet systematically with appropriate staff regarding planning, evaluation, and implementation of methods/measures taken to achieve goal.
- c. Report progress of the district in comparison to the requirements of the No Child Left Behind to the Board of Education.

3. Other Goals and Indicators: Supervise and monitor facility maintenance and planning.

Indicators: The superintendent will:

- a. Compile a list of current and projected facility needs/repairs with input from staff, community, and the Board.
- b. Inform the Board of identified needs and deliberate with the Board on prioritizing those needs.
- c. Seek cost estimates for improvements as instructed by the Board.
- d. Seek and identify funding solutions for facility improvements.

4. Other Goals and Indicators: Supervise the recruitment, selection, evaluation, and induction of school district personnel.

The superintendent will:

- a. Work cooperatively with principals and maintenance/transportation supervisors to recruit high quality candidates for school district vacancies.
- b. Work cooperatively with principals and maintenance/transportation supervisors regarding remedy of any unsatisfactory performance and insure compliance with all local, state and federal laws.

5. Other Goals and Indicators: Develop the annual school district budget, administer the budget, and evaluate the efficiency and effectiveness of programs and services funded by the budget.

The superintendent will:

- a. Routinely provide one and five year budget projections to the Board to analyze the school district's financial condition.
- b. Make recommendations to the Board regarding actions needed to protect the financial stability of the district.
- c. Provide guidance and information to the Board regarding labor contract negotiation as well as facilitate planning, negotiation, and implementation of a new labor contract with certified staff.

6. Other Goals and Indicators: Facilitate the Board of Education modification and update of the Board Policy Manual.

The superintendent will:

- a. Make a copy of the Board Policy Manual available in the District administrative offices during regular business hours.
- b. Alert the Board to changes in state and federal statutes, regulations, and court decisions that may impact the District's Board Policy Manual.
- c. Provide the Board with sufficient information and district data to enable the Board to make sound policy decisions.
- d. Provide policy alternatives and sample language for new and revised Board Policies.
- e. Inform the Board of available resources to assist the Board with its policy making role.

Example 6:

Performance Goal #1: The Superintendent will provide the leadership for the district to better communicate with the general public those positive activities, programs, accomplishments, and district improvements to increase community awareness and understanding.

Indicators and measurement: To the extent the school community and the Board of Education provide the resources necessary, the Superintendent will implement the following activities:

1. The Superintendent will cause to have published a District Newsletter in the spring of the school year.
2. The Superintendent will cause to have published an "Annual Report to the Taxpayers" explaining and outlining the district financial condition and publish this brochure in the community.
3. The Superintendent will participate as a visible part of the community as a representative of the school in such activities as the Chamber of Commerce and Main Street Redevelopment Corporation.

Annually the Superintendent will provide the Board of Education a report of the activities and written materials outlined by each of the above indicators.

Performance Goal #2: The Superintendent shall evaluate the buildings in the district to assess needed repairs or improvements. Subject to the Board's funding of repairs, actions shall be taken to ensure the safety of students and staff and to ensure compliance with prioritized needs addressed in the district's most recent 10 year Health and Life Safety Resurvey.

Indicators and measurement:

1. The Superintendent will meet with the superintendent of buildings and grounds, the Board of Education's Buildings and grounds Committee and other professionals as needed during the school year to develop plans for compliance with the most recent Health and Life Safety Resurvey.

2. A list will be developed documenting items in priority order. This list will be prioritized based on student and staff safety concerns; health and life safety money availability; and the time length of projects.

Annually, no later the month of May, the Superintendent will present a report to the board outlining those projects due to be completed the following summer or school year. During the months of August and September, the Superintendent will submit a written report to the board outlining the status of health and life safety projects due to be completed.

Performance Goal #3: The Superintendent will provide leadership designed to improve student performance and promote academic improvement of the schools within the District.

Indicators and measurement:

1. The Superintendent shall evaluate long-range curriculum objectives in order to challenge the academic skills of all students in the district. This process shall require the Superintendent's interaction with all building administrators and curriculum committees to identify the special and unique demands of students in all grade levels.
2. The Superintendent shall direct the evaluation of textbooks and other instructional materials on a regular basis to ensure that all material is appropriate.

The Superintendent will present to the Board a report articulating student outcomes (such as test scores), evaluation of curricular strategies, and adjustments needed to best serve students, and shall make recommendations, if necessary, for the Board's consideration.

Example 7:

GOAL #1

The Superintendent shall provide leadership to the District Cabinet and the faculty in school improvement planning which enhances student achievement and performance.

INDICATORS

The Superintendent shall facilitate the use of local, state, and national testing and other appropriate data collection to serve as the basis for the development of school improvement plans for the school years 2006-2007 through 2010-2011. Yearly reports of student progress on state and national tests will be made to the Board by each May.

The Superintendent shall, with the assistance of the principals, assistant superintendent, and external resources as available, conduct an analysis of individual and collective (school) performance data and report the results to the Board on an annual basis. These school improvement plans will be shared with the Board by each May.

The Superintendent shall, with the assistance of the District Cabinet and faculty, conduct a regular review of all curriculum areas during the period of 2006-2007 to 2010-2011. A report of this review and appropriate recommendations shall be made yearly no later than July 1.

The Superintendent shall, with the assistance of the District Cabinet and outside resources as appropriate, plan and deliver a systematic program of staff development in curricular/instructional/assessment areas that will support staff in enhancing student performance. A yearly report on this staff development shall be made to the Board in June.

GOAL #2

The Superintendent shall provide leadership to the District Cabinet and faculty in improving the District's performance in meeting the needs of all students.

INDICATORS

The Superintendent shall, with the assistance of the District Cabinet, faculty, and outside resources as appropriate, implement a program for top-level students. A yearly report shall be made to the Board by June.

The Superintendent shall, with the assistance of the District Cabinet, faculty, paraprofessionals and outside resources as appropriate, implement a student testing program which will provide staff with data for identifying student academic needs and for gauging student academic growth. This program shall be fully implemented by 2008-2009.

The Superintendent shall, with the assistance of the District Cabinet, faculty, paraprofessionals and outside resources as appropriate, provide an instructional program which supports students with special education or remedial education needs. Student progress will be reported to the Board on a yearly basis.

Example 8:

For the period January 1, 2008 through June 30, 2010, the Superintendent, with the assistance of her administrative team and input from the school board, shall:

- (a) develop a comprehensive educational plan for the District which shall include short, medium, and long-term goals. Annually, beginning with the January 2009 Board meeting, the superintendent shall provide the Board with a copy of the comprehensive plan and will identify any updates to the plan. In addition the Superintendent will provide written recommendations for the District's achievement of the goals. This comprehensive educational plan will consider and include instruction, personnel, facilities, and technology;
- (b) implement Board desired alternatives possible alternatives to suspension and expulsion, when appropriate, so that disciplined students may continue their educational program;
- (c) manage and otherwise oversee the successful transition of the district from a one campus school district to a two campus school district;
- (d) see that administrators, guidance counselors, school social workers, school nurses, and classroom teachers have contact with parents and/or legal guardians on a regular basis to support each student's social and emotional needs to improve learning;

- (e) Provide leadership for the district to better communicate with the general public those positive activities, programs, accomplishments, and district improvements to increase community awareness and understanding;

Example 9:

1. To maintain the district's financial profile as an Illinois State Board of Education award recipient.
2. To increase public perception of the outstanding students, staff, facilities and Board of Education of Blank High School.
3. To continue to increase the scope and rigor of the academic programs for the students at Blank High School.
4. To examine Blank High School's athletic program and make necessary changes to ensure that our resources and personnel are working with the sole purpose of helping students in a caring, supportive way to be successful.

Example 10:

Goal 1:

The Superintendent will provide leadership and guidance for the educational programs of District 123.

Indicators:

- Work with building principals to identify academic areas in need of improvement.
- Share academic achievement data with staff, parents, community, and the Board of Education.
- Continue to oversee the implementation and ongoing utilization of the district-wide curriculum mapping process.
- Work with the building principals to make recommendations for any necessary curricular and/or program changes to the Board of Education so as to maintain and improve student performance levels.

Goal 2:

The Superintendent will work to build positive relationships with the local community.

Indicators:

- Represent District 123 in a positive, proactive manner when dealing with parents, the community, organizations, and local businesses.
- Work and communicate appropriately with the local media.
- Continue to involve the local community in educational issues when appropriate.
- Continue active involvement in the Peru Rotary and the Illinois Valley Area Chamber of Commerce and Economic Development.

- Maintain high visibility in the local community, and among fellow educational leaders.

Goal 3:

The Superintendent will serve as the financial leader for District 123.

Indicators:

- Regularly provide data and analysis of data related to district finances to the Board of Education, both in correspondence and at Board of Education meetings.
- Seek guidance and input from appropriate outside resources to seek potential solutions to concerns related to district finances.
- Provide financial recommendations to the Board of Education.
- Educate the school community on the status of district finances.

Goal 4:

The superintendent will develop himself professionally to stay current with issues and trends related to educational leadership and school finance.

Indicators:

- Attend workshops, conferences, seminars, and various meetings related to educational leadership and school finance.
- Share appropriate and necessary information gained from workshops, conferences, seminars, and various meetings with building principals, district staff, and the Board of Education.
- Continue active involvement in IASA, IASBO, IASB and VOICE.

Example 11:

Goal #1

The Superintendent will provide the leadership for the District to better communicate with the general public those positive activities, programs, accomplishments, and District improvements to increase community awareness and understanding.

Indicators: To the extent the school community and the Board of Education provide the resources necessary, the Superintendent will implement the following activities:

1. The Superintendent will regularly, when available, attend evening school events.
2. The Superintendent will join and be an active member of local civic organizations.
3. The Superintendent will make himself available to local media outlets.

Goal #2

The Superintendent will provide leadership designed to improve student performance and academic achievement.

1. The Superintendent will be visible in District classrooms.
2. The Superintendent will work closely with the Assistant Superintendent for Curriculum in monitoring student academic performance.
3. The Superintendent will work with building administrators to formulate plans to ensure instruction complies with all State and Federal mandates.
4. The Superintendent will establish a Task Force to focus on developing plans to help minority and low–socioeconomic students increase academic success.
5. The Superintendent will meet with the entire District administrative team on a regular basis.

Goal #3

The Superintendent will work to improve communication with all branches of the ABC Public Schools.

1. The Superintendent will meet with Board leadership on a regular basis.
2. The Superintendent will communicate effectively with all Board members.
3. The Superintendent will communicate with building principals and District supervisors on a regular basis.
4. The Superintendent will meet with the Director of Transportation on a monthly basis to assess the performance of the department.
5. The Superintendent will be receptive to input from parents and other community members.

Example 12:

#1 Administration:

To transition the scheduling of school buildings after school hours from the Park's Department to District ABC. (Target: August 11, 2008)

To create a handbook for building level administrators. (Target: November, 2008)

To create principal mentoring and evaluation procedures for new principals as required by Public Act 94-1039. (Target: Spring, 2008)

To complete a written evaluation of all District level certified staff. (Target: October, 2009)

#2 Communication:

To continue with the District Improvement Team to communicate and articulate School Improvement Plans with District goals.

To restructure the District's Strategic Plan utilizing the six goals for student success beginning with a community survey. (Target: Fall, 2009)

To survey high school students on how well they were prepared for high school. (Target: Fall, 2008)

#3 Curriculum & Instruction:

To create common assessments in the areas of reading and mathematics in grades K-8 and to articulate these assessments with the adoption of new instructional materials. The Department of Curriculum, Instruction and Assessment is working on this as part of the District's assessment program. (Target: Fall, 2010)

To develop a "bridge" program to be used with "at risk" students identified at the intermediate level as they transition to the junior high. Begin with a pilot at one junior high: (Target: Summer, 2009)

To increase grade level articulation (K-5) among teachers through "peer collaboration" activities. (Target: January 2008)

To review the effectiveness of remedial programs: (FINO, SOAR, MAGIC, RISE, Homework Lab). (Target: Summer, 2008)

To develop a five year technology plan for the district that will include recommendations for equipment. (Target: Fall, 2009)

To create a consistent model by grade level of how special education services are delivered to students. (Target: Summer, 2008)

#4 Climate:

To create a climate survey to be sent to District 135 employees. This survey will be sent to employees and community members. (Target: Spring, 2008)

To create allergy free schools by moving toward food allergy free classrooms and healthy snacks for students. To develop a Parent Advisory Committee to help monitor the implementation of healthy snacks in schools. (Target: Fall, 2008)