

**Diocese of Davenport  
Principal Performance Evaluation  
Board of Education**

Name of Principal \_\_\_\_\_

Date \_\_\_\_\_

School \_\_\_\_\_

City \_\_\_\_\_

Board of Education Overall Summary (Please put a check mark in each row)

Please indicate the number of people on your Board of Education: \_\_\_\_\_

Job Responsibilities:

**Facilitator of Faith community**

	Satisfactory	Unsatisfactory
1. Vision		
2. Culture and Instruction Program		
3. Management		
4. Collaboration		
5. Ethics		
6. Learning Community		

**Significant Achievements:**

**Areas for Growth:**

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BOE President's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Evaluation Period: \_\_\_\_\_, 200\_\_ to \_\_\_\_\_, 200\_\_

**Diocese of Davenport  
Principal Evaluation Form  
Form 2**

**FACILITATOR OF FAITH COMMUNITY**

**STANDARD: A principal is an educational leader who helps create a Faith Community.**

**Sample Performance Indicators**

- Is a person of faith
- Causes faith leadership to happen
- Develops a shared vision of the school’s faith community
- Reflects the fourfold mission of the Church: community, worship, service and message
- Recognizes and utilizes the gifts of others
- Gives Priority to the Development of the Total Catholic Quality of the School
- Builds the Catholicity of the school
- Guarantees opportunities for faith experiences for the students
- Insures quality religious instruction
- Causes the curriculum to be permeated with gospel values
- Recognizes parents as primary religious educators and works in partnership with parents/guardians in the religious formation of their child(ren)
- Involves Others in Prayer and Liturgy
- Causes quality faith experiences to take place such as liturgies, retreats, Para liturgical services, faculty/student renewals, prayer...
- Promotes cooperation with priests/pastoral staff
- Seeks to Foster Interpersonal Relationships in Light of Gospel Values
- Helps create a positive working/learning environment
- Promotes a sense of home, school, and parish unity
- Models a spirit of reconciliation
- Fosters the Service Dimension of Faith Development among Teachers and Students
- Encourages and promotes service within/beyond the school

<b>Supporting Evidence:</b>	<b>Summary Rating</b>
	Satisfactory
	Unsatisfactory

**STANDARD #1: Vision - A principal is an educational leader who promotes the success of all students facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.**

**Sample Performance Indicators**

- Sets priorities in the context of improving student achievement.
- Articulates and promotes high expectations for teaching and student learning.
- Aligns the educational programs, plans and actions to the Diocese/building’s vision and goals for student learning.
- Creates symbols, ceremonies, and activities that support the vision and mission of the Diocese/building.
- Develops communication strategies to inform stakeholders of progress towards the vision and mission of the Diocese/building.

<b>Supporting Evidence:</b>	<b>Summary Rating</b>  Satisfactory  Unsatisfactory
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**STANDARD #2: Culture and Instructional Program - A principal is an educational leader who promotes the success of all students by advocating, nurturing and sustaining a school culture and instructional program conducive to student learning and staff professional development.**

**Sample Performance Indicators**

- Provides leadership for assessing, developing and improving school environment and culture.
- Recruits, interviews and recommends teachers and staff to support quality instruction.
- Provides leadership, encouragement, opportunities, and structure for all staff to continually design more effective teaching and learning experiences for all students.
- Evaluates staff and provides direction for improving instruction.
- Develops and supports professional development of staff to improve student learning.
- Demonstrates awareness of professional issues and developments in education.
- Develops and revises as needed his/her own professional development plan for continued improved performance.

<b>Supporting Evidence:</b>	<b>Summary Rating</b>  Satisfactory  Unsatisfactory
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**STANDARD #3: Management - A principal is an educational leader who promotes the success of all students by ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.**

**Sample Performance Indicators**

- Operational procedures are designed and managed to maximize opportunities for successful learning.
- Effectively manages board policies and procedures.
- Demonstrates effective communication skills with a variety of stakeholders in the operation of the school.
- Addresses problems in a timely manner.
- Manage fiscal resources of the schools responsibly, efficiently, and effectively.
- Works to assure the school plant, equipment, and support systems operate safely, efficiently and effectively.

<b>Supporting Evidence:</b>	<b>Summary Rating</b>  Satisfactory  Unsatisfactory
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**STANDARD #4: Collaboration - A principal is an educational leader who promotes the success of all students by collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.**

**Sample Performance Indicators**

- Engages the community to create shared responsibility for student and school success.
- Promotes and supports parent/student/community involvement in the school.
- Shares leadership and decision-making.
- Connects students and families to the health, human and social services they need to stay focused on learning.

<b>Supporting Evidence:</b>	<b>Summary Rating</b>  Satisfactory  Unsatisfactory
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**STANDARD #5: Ethics - A principal is an educational leader who promotes the success of all students by acting with integrity, fairness, and in an ethical manner.**

**Sample Performance Indicators**

- Demonstrates ethical, trustworthy, and professional behavior.
- Demonstrates values, beliefs, and attitudes that inspire others to higher levels of performance.
- Treats people fairly, equitably, and with dignity and respect.
- Applies policies and procedures in a fair and equitable manner.
- Demonstrates appreciation for and sensitivity to the diversity in the school community.

<b>Supporting Evidence:</b>	<p><b>Summary Rating</b></p> <p>Satisfactory</p> <p>Unsatisfactory</p>
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**STANDARD #6: Learning Community - A principal is an educational leader who promotes the success of all students by understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.**

**Sample Performance Indicators**

- Serves as an effective spokesperson for the welfare of all members of the learning community.
- Promotes respect for diversity in the school and community environment.
- Engages in dialogue with other decision-makers to improve teaching and learning.
- Communicates clearly to the community about building/Diocese/building issues and performances.
- Provides leadership through assisting in the development of mutual expectations, procedures for working together, and formulating Diocese/building policies.
- Knows and supports the building/Diocese/building school improvement plan and accurately interprets and reports progress on goals.

<b>Supporting Evidence:</b>	<p><b>Summary Rating</b></p> <p>Satisfactory</p> <p>Unsatisfactory</p>
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