

PRINCIPAL PERFORMANCE AREAS

The following nine areas encompass the majority of leadership areas demonstrated by an effective principal. Each area has criteria of exemplary performance in that area. Please use the evaluation form on the back of this page to provide feedback regarding “Areas of Strength” and “Areas for Growth” for your principal.

Area 1: **School Mission and Philosophy**

The principal clearly and purposefully fosters both the religious and academic mission of the school. The school’s mission and philosophy continually direct and guide the principal’s actions.

Area 2: **Faith and Spirituality – Catholic Identity**

The principal manifests in his/her life a deep reverence for God and for all persons. The principal nurtures the faith development of the school’s staff, ensures quality religious instruction for students, provides opportunities for the school community to celebrate faith, and supports and fosters consistent practices of Christian service.

Area 3: **Instructional Leadership**

The principal effectively provides vision and direction in the development of curriculum, in the use of varied instructional methods, in the supervision of instruction, and in the evaluation of student learning. The principal also responds to the special learning needs of individual students.

Area 4: **Professionalism**

The principal meets the professional expectations and requirements of the position in a manner that demonstrates respect for all. In all situations, the principal demonstrates kindness, justice, and integrity.

Area 5: **Leadership**

The principal has the ability and presence to inspire and lead the school community to strive for excellence from a Christian, value-centered perspective.

Area 6: **Communication**

The principal is able to speak, write, and actively listen in such a way that builds understanding, respect, and cooperation.

Area 7: **Daily Task Management**

The principal is well organized and is able to deal with the everyday details of managing a school with care, patience, and competency.

Area 8: **Fiscal Management**

The principal demonstrates effective skill in planning and managing the school’s financial resources. The principal understands the school’s budgeting process, effectively manages the school’s operational and other funds, and assists in the development of a long-range strategic plan.

Area 9: **Marketing and Recruitment**

The principal works effectively with school and local talent and resources to market the school and to attract new students.

PRINCIPAL EVALUATION FORM

You have the opportunity to participate in the performance evaluation of your school's principal. Your input and comments are confidential and will not be shared with others without your permission. You are expected to maintain this confidentiality as well. Use the "Principal Performance Areas" on page 1 to provide feedback regarding "Areas of Strength" and "Areas for Growth" for your principal.

| | | | |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--|
| Name of Principal | | School Year | |
| Name of School | | City | |
| Your Name | (optional) | | |
| Role of Evaluator | <input type="checkbox"/> Pastor <input type="checkbox"/> Staff <input type="checkbox"/> Board <input type="checkbox"/> Self <input type="checkbox"/> Other | Years of Service | |

My overall rating of the principal's performance is:

- Exemplary**
 Meets Expectations
 Needs Growth
 Unsatisfactory

I commend the principal for the following Area of Strength:

| | |
|------------------------|--------------------|
| Area of Strength: | Specific Criteria: |
| Narrative explanation: | |

I recommend the principal focus on the following Area for Growth:

| | |
|------------------------|--------------------|
| Area of Growth: | Specific Criteria: |
| Narrative explanation: | |

Please use the following space to provide the board president with any additional information that may be pertinent to the evaluation of this principal.

This form must be returned to the school office on or before **Friday, February 7th, 2020.**