



## ONLINE SUPERINTENDENT EVALUATION SERVICE

**Cost:** \$350 one-time fee plus \$75 per board member per year.

**Features:**

- **Time savings:** Individual board member evaluations are automatically compiled into a final document. The final document can be modified by the board to reflect the final votes on the evaluation.
- **Customization:** Evaluations can be tailored to reflect the superintendent's job description and responsibilities.
- **Ease of evaluation:** board members' notes on the superintendent's performance can be captured throughout the year online or through a mobile app and retrieved to complete the evaluation, thus providing greater accuracy and detail. The superintendent's self-assessment can also be reviewed while completing the evaluation.
- **Multiple formats:** Superintendent evaluation may also be completed online or in hard copy. Evaluations completed in hard copy are entered into the online system by the business manager or board president before generating a compiled evaluation.
- **Retrievable:** Past superintendent evaluations stored in the online evaluation software may be retrievable for reference purposes.
- **Expandable use:** Software may also be used to complete the board self-evaluation, business manager evaluation, and school, personnel evaluations such as teachers and principals. The school board self-evaluation and business manager evaluation may be used by your board for no additional fee. Additional service fees apply if using the software for other school personnel evaluations.

To register for this service, please complete the form below and return it to **NDSBA, 1224 West Owens Ave., Bismarck, ND 58501**. NDSBA will issue an invoice upon receipt of this form.

**District name:** \_\_\_\_\_

**District phone number:** \_\_\_\_\_

**District mailing address:** \_\_\_\_\_

**Superintendent's name, phone number, and email address:**

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**Business manager's name, phone number, and email address:**

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**Board president's name and email address:**

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**Names and email addresses of all board members (NOTE: email addresses are required to use the online software):**

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**Board has approved purchasing the online evaluation software for superintendent evaluation (\$350 one-time fee plus \$75 per board member per year) and:**

School Board Self-Evaluations - \$0

Business Manager Evaluation - \$0

**District is interested in using the evaluation software for the following employees (additional fees apply, and NDSBA will send pricing information for your board's consideration):**

Principal evaluations (specify instrument currently used such as Marshall and number of principals):

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Teacher evaluations (specify instrument currently used such as Marshall and number of teachers):

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Other school personnel (list):

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