

Respond to the statements below using the following rating scale:

4 - Always, 3 - Usually, 2 - Occasionally, 1 - Seldom or Never, 0 - Unsure

1. __ Information: The Board ensures that a systematic and continuing program is maintained by the Superintendent of Schools and staff to provide Board members with information pertinent to their responsibilities.
2. __ Orientation: The Board ensures that a systematic program is maintained by the staff to orient newly elected or appointed Board members to their duties and responsibilities as well as to acquaint them with Board policies and operating procedures.
3. __ Policies: The Board operates according to written policies that are updated at least annually, with changes considered whenever necessary.
4. __ Policy Implementation: When policy is adopted, both Board and staff adhere to it.
5. __ Proper Role: The Board acts as a policy-making and governance body. The Superintendent is held responsible for administration and evaluation of school programs.
6. __ Staff Relationship: Before making a decision on any matter (other than the Superintendent's contract), the Board allows the Superintendent ample opportunity to develop staff recommendations for action.
7. __ Conflict Resolution: The Board does not respond to emotional pressure and does not write "instant policy". It provides the Superintendent with an opportunity to develop policy proposals.
8. __ Openness: Board meetings are conducted in a free and open atmosphere with orderly discussion.
9. __ Decorum: The Board understands and uses parliamentary procedure to conduct its meetings.
10. __ Preparation: Board members arrive at meetings prepared to contribute to discussions and do not waste valuable meeting time requesting information that has already been provided.
11. __ Representation: Board members are representatives of the entire community, not just of special interest groups, and are committed to public school welfare.
12. __ Feedback: When citizen and special interest group recommendations are considered, the Board explains its position and the reasons which may prevent it from implementing all recommendations.
13. __ Mutual Respect: The Board and Superintendent work well together in a spirit of mutual confidence. The Board respects the daily executive responsibility of the Superintendent and he/she respects the governance responsibility of the Board.
14. __ Delegation: The Board and Superintendent are diligent in writing policies that are comprehensive. The administration has the authority to deal with most daily problems without seeking board guidance.

Board Member Evaluation
Evaluation Questionnaire

Policies and Bylaws
Oconomowoc Area School District

- 15.__ Evaluation: In cooperation with the Superintendent, the Board has developed a set of criteria to be used annually for Superintendent evaluation.
- 16.__ Fairness: Fairness and diligence are used by the Board in the Superintendent evaluation process.
- 17.__ Conflict of Interest: Official actions of Board members concern the welfare of the school system only. No Board member uses his/her office for patronage, personal profit, or advancement.
- 18.__ Individually: Only the entire Board can decide a course of action. Board members are careful to speak publicly on issues only as individuals.
- 19.__ Priorities: Major responsibilities of the Board entail the setting of goals and objectives, making long-range plans, establishing priorities, and developing policies.

List below the areas in which you think the Board has particular strengths and those areas needing improvement. Areas for improvement should be considered as suggested goals for next year.

Strengths	Areas of Improvement
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

State one change you would make to improve how the Board functions.

SOURCE: NSBA BOARD SELF-EVALUATION MODEL

Board Member Evaluation
Evaluating Your Board and Yourself

Policies and Bylaws
Oconomowoc Area School District

Grade yourself and your Board on the standard A-B-C-D-F scale, A being excellent and F being poor. New Board members should examine the questions and try to answer them after a few months in office. SCORING: A=4, B=3, C=2, D=1, F=0 Total all points and divide by 10 for grade point average. Anything less than 4.0 indicates a need for remedial work. An excellent place to start is with Opportunities Unlimited, the WASB handbook for school board members.

Self Board Team Plan and Educational Leadership

- | | | | |
|-----|-----|----|---|
| ___ | ___ | 1. | Do you <u>openly</u> discuss differences of opinion before making policy decisions? |
| ___ | ___ | 2. | Do you recognize the need for a chain of command and follow it religiously? |
| ___ | ___ | 3. | Are you willing to take the heat and make unpopular decisions if necessary? |

Homework and Fair Play

- | | | | |
|-----|-----|----|---|
| ___ | ___ | 4. | Do you do your homework and come to meetings prepared to discuss each agenda item intelligently? |
| ___ | ___ | 5. | Do you avoid discussing trivia and keep on schedule at meetings? |
| ___ | ___ | 6. | Is audience participation encouraged, but yet regulated in order for the Board to control its meetings? |

Relationships

- | | | | |
|-----|-----|----|---|
| ___ | ___ | 7. | Is the role and responsibility of Board and administration clearly understood by both? |
| ___ | ___ | 8. | Do you balance the interest of staff, students and taxpayers in making expenditure decisions and consider the opinions of those groups? |
| ___ | ___ | 9. | Are you seen as a logical, consistent and fair decision-maker by the community, staff and students? |

Planning and Evaluation

- | | | | |
|-----|-----|-----|--|
| ___ | ___ | 10. | Do you insist on advance planning and open clear evaluations of the budget process, the curriculum, the staff and the Board? |
|-----|-----|-----|--|