

Standards for Central Office Evaluation

(Adopted by the State Board of Education May 1998)

I. Area One - Vision

The central office administrator is an educational leader who facilitates the development, implementation, and communication of a shared vision of learning that reflects excellence and equity for all students throughout the school system.

1. Participates in the development of a broad vision of what the system should be and a plan for how to get there.
2. Works with stakeholders to establish goals and to set priorities for refining and implementing the system's and assigned program area's vision and to maximize achievement for all students.
3. Communicates the system's and assigned program area's vision, goals, and priorities to appropriate constituencies.
4. Evaluates progress toward achieving the system's and assigned program area's vision.

II. Area Two - High Student Performance

The central office administrator is an educational leader who promotes the development of organizational, instructional, and/or assessment strategies to enhance teaching and learning for all students throughout the system.

1. Assists schools in meeting their growth standards established by the ABC accountability program.
2. Assists in development and implementation of rigorous and relevant academic standards and assessment systems that ensure the mastery of essential knowledge and skills by every student and that are aligned to the NC Standard Course of Study.
3. Monitors and evaluates the effectiveness of school programs and assists schools in making modifications where needed.
4. Uses assessment results to monitor student progress and determine whether students have achieved high standards.
5. Develops programs to support continuous learning and career readiness of all students.
6. Helps teachers and administrators use assessment results to maximize teaching and learning.
7. Recognizes, honors, and celebrates success.

III. Area Three - Safe and Orderly Schools

The central office administrator is an educational leader who works with others to ensure a working and learning climate throughout the system that is safe, secure, and respectful of diversity.

1. Helps develop the shared understandings and values which lead to a climate of openness, fairness, mutual respect, support, and inquiry.
2. Promotes a safe, secure, and caring school environment, free of controlled and illegal substances and all harmful behaviors.
3. Manages and resolves conflict and crises promptly and effectively.
4. Models and supports self-discipline and responsibility.
5. Demonstrates and models respect for students, teachers, administrators, parents, and community members.

IV. Area Four - Quality Teachers, Administrators, and Staff

The central office administrator is an educational leader who fosters a culture of continuous improvement focused upon teaching and learning.

1. Supports the recruitment, induction, development, and retention of a diverse corps of quality teachers, administrators, and staff.
2. Maintains a climate that supports risk taking and innovation, while promoting high ethical and professional standards for all employees.
3. Recognizes, honors and celebrates success.
4. Models continuous learning and promotes the professional growth of self and others.
5. Draws upon relevant theory and research to develop and promote professional development opportunities, aligned to system improvement plans and the NC Standard Course of Study.
6. Provides for the professional development necessary to support collaboration, empowerment, and high performance of all employees.
7. Promotes a wellness program for the development of self and others.
8. Forms collaborative work groups to set challenging goals for school improvement and to develop strategies for achieving them.

V. Area Five - Effective and Efficient Operation

The central office administrator is an educational leader who uses excellent management and leadership skills to achieve effective and efficient organizational operations.

1. Monitors the alignment of assigned program area to achieve high performance.
2. Involves stakeholders in planning and decision-making and supports decision-making authority and control at the most appropriate level closest to the classroom.
3. Seeks and supports internal and external partnerships aligned to local and state goals.
4. Develops and maintains information and accountability systems capable of reporting strategic and operational results.
5. Develops and maintains systems to acquire and align financial and personnel resources to maximize education achievement of all students.
6. Acknowledges and respects diverse perspectives.
7. Responds promptly to issues, works to achieve consensus, and communicates resolutions.
8. Communicates effectively with all stakeholders, including the news media and public, using technology as appropriate to enhance communication.