



# **Superintendent Performance Evaluation**

## **for 2018-2019 School Year**

**Superintendent Kyla Johnson-Trammell**

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### **The Performance Evaluation Process**

#### **Step One – Establishing Performance Goals & Objectives**

The Board of Education established the Superintendent's 2018-2019 Work Plan on August 2018. This Work Plan, which was mutually agreed upon by the Board of Education and the Superintendent, outlines three district priorities and 11 major goals upon which the Superintendent's performance evaluation shall be based.

#### **Step Two – Establishing the Performance Evaluation Instrument**

The Board of Education established the 2018-2019 Superintendent Performance Evaluation instrument in August of 2018 and it includes a work plan aligned evaluation tool as well as a culture and climate indicator.

#### **Step Three – The Mid-Year Assessment**

The Board of Education and Superintendent will complete a mid-year assessment of the Superintendent's work performance in December 2018 using the Superintendent Work Plan as the guiding document. The purpose of the mid-year assessment is to highlight key accomplishments and challenges, and to identify any adjustments or modifications to the Superintendent's Work Plan.

#### **Step Four – Completing the Final Year-End Evaluation**

The Board of Education shall complete Interim Superintendent's final year-end Performance Evaluation in June 2019. The purpose of the annual Performance Evaluation is to highlight key accomplishments and challenges; identify corrective actions required, if any, in work performance; and to establish performance goals and deliverables for 2018-2019.

Completing the final year-end Performance Evaluation involves the following sequenced elements:

1. **Superintendent's Self-Evaluation**

The Superintendent will submit to the Board of Education in, 2019:

- a. Self-Evaluation Report of her work performance, including key artifacts, for the school year.
- b. Recommended Superintendent performance goals and deliverables for 2018-2019.

2. Board Review & Discussion

The Board of Education will meet June in 2019 to:

- a. Discuss individual evaluations of all relevant staff (ie. General Counsel)
- d. Complete an initial review of 2018-2019 Superintendent performance goals and deliverables.

3. Board/Superintendent Discussion

The Board of Education will present its Superintendent Performance Evaluation and 2018-2019 Superintendent Performance Goals & Deliverables to the Superintendent no later than August 15, 2019.

4. Adoption of the 2018-2019 Superintendent's Work Plan

The Board of Education will adopt the 2018-2019 Superintendent's Work Plan by August 22, 2018.



**OAKLAND UNIFIED  
SCHOOL DISTRICT**  
*Community Schools, Thriving Students*

## Superintendent Evaluation Rating Form

### Leadership Performance Evaluation

Name:

Date of Review:

#### RATING SCALE DEFINITIONS (1-3)

- |                                   |   |  |
|-----------------------------------|---|--|
| Does not meet standard            | 1 | Superintendent's work performance does not consistently meet the standards of the position. Serious effort is need to improve performance.                         |
| Meets standards and expectations  | 2 | Superintendent's work performance consistently meets the standards of the position.  |
| Exceeds standard and expectations | 3 | Superintendent's work performance is frequently or consistently above the level of satisfactory abut has not achieved an overall level of outstanding performance. |

#### Dimension 1: Leadership for Equity

1.1 Leader holds an equity and social justice lens	1	2	3
1.2 Leader inspires awareness, action, and collective responsibility towards equity	1	2	3

#### Dimension 2: Leadership for Visionary Change

2.1 Leader holds a compelling, clear vision	1	2	3
2.2 Leader holds the vision and supports people through improvement and change	1	2	3


#### 3. Leadership for Healthy Relationships & Culture

3.1 Leader creates a climate of trust and promotes healthy risk-taking and learning	1	2	3
3.2 Leader communicates and relates with integrity with all stakeholders	1	2	3

#### 4. Leadership for Family & Community Partnerships

4.1 Leader intentionally create reciprocal partnerships with community and families in support of the school	1	2	3
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4.2 Leader works in service of the community	1	2	3
Dimension 5: Leadership for Effective Operations & Organization			
5.1 Leader creates and maintains the systems and operations needed for instruction and learning to thrive	1	2	3
5.2 Leader ensures the school operations prioritize instructional goals and vision for student outcomes	1	2	3
Dimension 6: Leadership for Instruction & Learning			
6.1 Leader uncompromisingly prioritizes continuously improving instructional capacity towards equitable results	1	2	3
6.2 Leader aligns all aspects of his/her work to integrate resources towards a coherent, focused, and rigorous instructional program	1	2	3
Dimension 7: Leadership for Fostering Productive Board-Superintendent Relations			
7.1 Leader maintains defined and open lines of communication	1	2	3
7.2 Leaders collaborates on Board Meeting agendas that address district goals, policies and community engagement	1	2	3
7.3 Leader acts as a team to advocate for the high achievement and healthy development of all children	1	2	3
Overall Rating			
Comments:	Evidence or documentation to support rating		
Area of Strength	Possible Next Steps		

 <b>OAKLAND UNIFIED SCHOOL DISTRICT</b> <i>Community Schools, Thriving Students</i>				
<b>Work Plan Achievements Evaluation</b>				
Name:		Date of review		
<b>RATING SCALE DEFINITIONS (1-3)</b> Does not meet standard      1      Superintendent's work performance does not consistently meet the standards of the position. Serious effort is need to improve performance. Meets standards and expectations      2      Superintendent's work performance consistently meets the standards of the position. Exceeds standard and expectations      3      Superintendent's work performance is frequently or consistently above the level of satisfactory abut has not achieved an overall level of outstanding performance.				
<b>Priority Area 1: Fiscal Vitality</b> Design and launch a comprehensive approach to fiscal management that ensures OUSD garners and deploys financial resources in a manner that is strategic, transparent, and aligned to key district priorities.				
<b>1a. BUDGET DEVELOPMENT:</b> Institute a Budget Development Process aligned to <a href="#">Governor's Finance Officers Association (GFOA) best practices</a> and LCAP equity goal to adopt a balanced budget that avoids future deficit spending.  <b>Metrics:</b> Close FY2018-19 with 2.5% reserve.  2019-20 budget identifies reductions necessary to meet 3% reserve going forward.		1	2	3
		Comments:		
<b>1b. BUDGET MANAGEMENT &amp; MONITORING:</b> Implement high leverage Budget Management & Monitoring Practices aligned with Fiscal Vitality Implementation Plan (FCMAT) and Alameda County Recommendations.  <b>Metrics:</b> Timely, accurate and complete budget reporting.		1	2	3
		Comments:		
<b>1c. FACILITIES BOND MANAGEMENT:</b> Improve Facilities bond management.  <b>Metrics:</b> Major bond-funded facilities projects are on-track for		1	2	3
		Comments:		

timely completion with controlled costs.	
An approved plans to move out of 1000 Broadway in summer 2019.	
<b>1d. REVENUE GENERATION:</b> Increase revenue to support district Fiscal Vitality.  <b>Metrics:</b> Increased enrollment for 2019-20 (set targets for selected schools).	<div>123</div> <div>Comments:</div>
<b>Priority Area 2: Quality Community Schools</b> Develop policies, practices, and capacities needed to ensure Quality Community Schools in <i>every</i> neighborhood.	
<b>2a. BLUEPRINT FOR QUALITY SCHOOLS PLAN:</b> Develop a multi year plan that creates a quality school option in every neighborhood while driving towards creating an equitable and sustainable school district through the Community of Schools vision ( <a href="#">BP 6006</a> ).  <b>Metrics:</b> Board adopts a 10-15 year citywide plan for a Community of Schools that represents a financially sustainable district with quality schools and feeder patterns in every Region that is responsive to changing demographics.  Successful Implementation Quality Community School Action: Cohort 1 (Planning) and Cohort 2 (Selection).  A completed Asset Management Plan  A completed Facilities Master Plan	<div>123</div> <div>Comments:</div>
<b>2b. STUDENT ACHIEVEMENT:</b> Increase Student Outcomes for each LCAP Goal and aligned District Student Learning Goals  <b>Metrics:</b> OUSD Grad Rate: +2pp +3pp: Latino, ELLs, SPED, Foster, Homeless Dropout: -3pp A-G Rate: +3pp FAFSA: 87% Gr 10 Pathway: 90.2%  Connectedness: 62.2% AA Suspension: 7.0%: SPED Suspension: 6.6% AA Chronic Abs: 20.2%	<div>123</div> <div>Comments:</div>



<p><b>3c. LEADERSHIP &amp; MANAGEMENT DEVELOPMENT:</b>  <b>Increase Leadership Development aligned to District Core Values</b></p> <p><b>Metrics:</b> Central office leadership framework completed and trainings piloted with targeted staff</p> <p>1-2 strategies for becoming a values based organization are identified and implemented</p>	<div>123</div> <p>Comments:</p>
<p><b>3d. EMBED EQUITY-SEL PRACTICES SYSTEMWIDE:</b> Develop a multi-year implementation plan to increase the Equity SEL mindset of OUSD employees and Equity-based leadership practices across the system</p> <p><b>Metrics:</b>  Completed Plan for site-based Equity Learning Communities to be implemented in 2019-20.</p> <p>Clear goals for district wide Equity-SEL practices for implementation in 2019-20</p>	<div>123</div> <p>Comments:</p>
Overall Rating	
Comments:	Evidence or documentation to support rating
Area of Strength	Possible Next Steps
<p align="center"><b>Summative Evaluation</b></p>	
<p><b>Summative Evaluation Rating:</b> Based on the sum of the overall rating for the Leadership Performance and the Work Plan Achievements. The rating will be based on the following score bands.</p>	
<div>1: Unsatisfactory2: Basic3: Proficient4: Distinguished</div>	



Board President Acknowledgement of Receipt:	Board Approval Date:
Superintendent Signature:	
Superintendent Comments (Optional):	