

Executive Director Evaluation Rubric

Charter School Administrator

Category	Unsatisfactory (1)	Needs Improvement (2)	Proficient (3)	Exemplary (4)	Score
Leadership & Vision	Fails to provide clear direction or vision for the school.	Provides vision but lacks clear direction or consistent communication.	Articulates a clear and effective vision for the school.	Inspires and engages staff and stakeholders with a compelling vision and strategic direction.	
Strategic Planning	Does not develop or implement strategic plans for the school's growth.	Develops plans but does not ensure they are fully implemented or are ineffective.	Develops and implements effective strategies aligned with the school's mission and goals.	Demonstrates exemplary foresight in strategic planning, ensuring long-term sustainability and success.	
Academic Leadership	Does not ensure high academic standards or support for teaching staff.	Demonstrates inconsistent oversight of academic programs and staff development.	Supports academic excellence through curriculum oversight, professional development, and monitoring.	Leads innovative academic initiatives and fosters a culture of continuous learning and improvement.	
Financial Management	Lacks control over the school's budget or financial resources.	Demonstrates basic financial management, but there are areas of concern.	Manages the school's finances effectively, ensuring alignment with the budget and resources.	Exemplary in financial stewardship, ensuring transparency, sustainability, and compliance with funding sources.	
Community Engagement & Relations	Does not build relationships with staff, families, or the community.	Engages with some stakeholders, but efforts lack consistency or depth.	Builds strong relationships with staff, families, and the community, fostering collaboration.	Actively engages stakeholders, creating meaningful partnerships and serving as a strong ambassador for the school.	

Category	Unsatisfactory (1)	Needs Improvement (2)	Proficient (3)	Exemplary (4)	Score
Staff Management & Development	Does not support or develop staff, leading to poor morale or turnover.	Provides some support but inconsistent in staff development or feedback.	Provides regular support, feedback, and development opportunities for staff.	Exemplary in motivating and mentoring staff, fostering professional growth and high retention.	
Compliance & Accountability	Fails to comply with regulations or maintain accountability.	Meets basic compliance requirements but lacks proactive accountability measures.	Maintains full compliance with all laws and regulations, holding staff accountable.	Exemplary in ensuring accountability and exceeding legal and regulatory requirements.	
Communication & Collaboration	Poor communication with staff, families, and stakeholders.	Communication is inconsistent or lacks clarity in key areas.	Effectively communicates with all stakeholders, keeping them informed and engaged.	Demonstrates exceptional communication skills, fostering collaboration and transparency across all levels.	

Overall Evaluation

- Strengths:**
 (List the ED's major strengths or achievements during the evaluation period.)
- Areas for Growth:**
 (List areas for improvement, specific goals, or development plans for the upcoming year.)
- Final Rating:**
 (Summarize the overall performance of the Executive Director and assign a rating based on the rubric scale: 1 = Unsatisfactory, 2 = Needs Improvement, 3 = Proficient, 4 = Exemplary.)