

102.2 System Evaluation

Policy

An external evaluation shall be conducted when the review and/or formal evaluation processes as outlined in Policy 102.1 suggest that a more in-depth evaluation of a major component of the Division is needed to provide direction for system improvement.

External evaluations will be carried out when directed by the Board.

A summary of the evaluation report shall be presented to the Board at a public meeting.

Within 80 school days of the public presentation of the report summary, the Superintendent shall present to the Board an action plan detailing the actions to be taken on the recommendations presented in the report.

Regulations

Evaluation Process

1. The evaluation shall be initiated by Board motion and shall be under the general supervision of the Superintendent and/or the Board.
2. The evaluation will be carried out under the general direction of a Steering Committee.
3. Day-to-day operations will be directed by a Project Management Team, with membership determined by the Steering Committee.

Steering Committee

1. A Steering Committee will be structured by the Board for the purposes of establishing the parameters of the evaluation and selecting the Project Management Team. The parameters established by the Steering Committee will be submitted to the Board for approval before they are implemented.
2. The Steering Committee should be broadly representative. Depending upon the nature of the external evaluation, representatives may be drawn from the following stakeholder groups:
 - the Trustees,
 - Executive Council,

- the Administrators' Committee,
 - Division employees from various employee groups,
 - Division School Council,
 - community members,
 - other representatives deemed appropriate by the Board.
3. The membership of the Steering Committee will not normally exceed 15.
 4. The Chair of the Steering Committee will be chosen by the Board.

Project Management Team

1. The evaluation will be under the direct control and management of a Project Management Team.
2. The Project Management Team will organize the evaluation to reflect the purpose and parameters established by the Steering Committee, establish a timeline and deadlines, collect data, and prepare the final report.
3. The Project Management Team will report back to the Steering Committee and submit its report, with the assistance of the Steering Committee Chair, to the Board.