

Name and Date of Eval	Christine Kuglen - July 2015									
Begins with a Presentation of Learning including strengths, weaknesses, and how the board can support the Director (link to presentation):	https://www.dropbox.com/									
Metric Tracking	2013/2014 Year Baseline	2014/2015 Goals	2014/2015 Actuals	2015/2016 Goals	2015/2016 Actuals	Board Commentary (Please put your name and then your comment)				
Student achievement:										
Project Based Learning: Number of projects	3 per teacher minimum	4 projects per teacher per year	met	4 projects per teacher	4 projects per teacher					
Project Based Learning: Number of field learning experiences	61	80	108	120 field study + 25 guest speakers						
Math (pre and post measures)	MAP test report ordered	Pre test info added by Oct 1	students completed pre and post assessments	MAP Test completed SEPT and JUNE	13/14 met					
Language Arts (pre and post measures)	MAP test ordered	Pretest info to be added by Oct 1	students completed pre and post assessments	MAP test completed SEPT and JUNE plus DRA assessments for lower grades	met					
Financials:										
Cash net balance (nest egg)	\$700K at May close	971165								
Ability to make all payments on time	100.00%		100%		100%					
Staff:										
Development workshops (for future years, have the teachers rate the workshops on effectiveness and applicability)	4 (Judo Math, PD, Questioning Techniques, Reflection Pages)	Workshops to start the year: Math Solutions, Discipline Documentation,	Buck Institute Training, SDArea Writing Project	San Diego Area Writing Project 3x during the year, Responsive Classroom training for new teachers.		Currently (2015/16) working with San Diego area writing project. Responsive Classroom training. Positive Discipline training.				
Staff retention (of those not let go)	93.75%	Beginning the year with 16 teachers. 2 are new to IA	Michelle-moved to Mexico	Alex car accident, Alexis left for mental health reasons, Jaime left because she was homesick during the year. At the end of the year Anja got married and moved to Georgia, Sally moved back with US family, Kelsey and Aubrey were let go.	needs improvement in the area of during the school year changes					
Number of complaints about the Director from teachers to the Board	0	0	0	0	0					
Student Community:										
Student Numbers from beginning to end of year	P1- 324.48; P2-320.51 P3-319.50	358 (anticipated in fall)			end- 365					
Attendance Rate	P1- 96.62%; P2-95.68% P3- 95.59%		P1- 96.92%, P2 96.3%							
Parent Community:										
Number of complaints about the Director from parents	1 (Field trip concern)	0	0	0	0					
Number of repeat complaints (from the same parents)	0	0	0	0	0					
Number of repeat complaints (the same type of complaint)	0	0	0	0	0					
District Needs:										
Percent of district paperwork sent in on time	100%	100%	100%	late by one day.						
Number of complaints about IA received by the district and reported to the Director	0	0	0	0	0					
Directions: Please rate yourself from 0 - 10 on how well you are performing in the following categories. Ratings = 0 No progress or N/A; 1-2 Initial Legwork; 3-4 Moving Towards Completion; 5-6 Meets Expectations; 7-8 Exceeds Expectations; 9 - 10 Completed with Excellence.										
Evaluation Criteria and Descriptions	November	Notes	January	Notes	April	Notes	July	Notes	Board Commentary (Please put your name and then your comment)	
Primary staff liaison with board (attends board meetings, respond to board questions, educate board about school philosophy and operations)	6		7		7			I would like to invest more time next year into having more info at board meetings and feeling more prepared		
Reports to Board of Directors and is responsible for all negotiations for contracts deeds and facilities negotiations	8	currently working on facilities negotiations	8		8		8			
Engage and oversee public, media, political relations (engage with SDUSD board members and staff. Future: Develop social media strategy and media outreach)	7	I intend to begin speaking monthly at the public comments time at SDUSD meetings	7		7		7			
Policy development	9	no new policy	8		8		8	I would like to review policy this year		
Administrative implementation and oversight	8									
Oversee legal compliance and documentation for the school	10		10		10		10			
Oversee legal compliance and documentation for the Board (Brown Act, etc)	6	I kind of feel this is the role of the board?	6		6		6	discuss at next board retreat		
Submits district, state, and federal compliance documents	10	on target	9		9		9	one finance document late by one day		
Prepare and deliver reports on areas of responsibility (same as row 9)	5	see row 9						see row 9		

Drafts one- and five- year strategic plans (Ocean High School charter, long term facility needs, consulting with other principals about long term strategy, curriculum evolution, yearly milestones.)	4	I need help with this. I need a template. My next step is to find a template for this.												
Leads strategic plan implementation	4		6		6		6							
Completes Board assigned tasks	8		8		8		8							
Organization														
Establish and follow effective collaborative meeting and decision-making processes (developing committees, working with PA)	10	Parent Association is strong this year. I meet with someone from the PA weekly	10		10		10							
Establish effective administrative organization with clear lines of authority and delegation	10	clear	10		10		10							
Creates a collaborative school culture.	10	I believe that each year we have become more collaborative. I have teachers working together, observing each other regularly and sharing best practices	10		10		10							
Develop master program of the school, including room and teacher assignments	10	complete	10		10		10							
Develop school calendar	10	done												
Business-Operations														
Oversee budget development and implementation	8	working with Delano	9		8		9							
Submits financial statements to Board	8	working with Delano	8		8		8							
Drafts and implements fiscal policies	8		9		9		8		not needed further financial policies, site review comment about fundraising					
Site maintenance and operations oversight	8		10		10		10							
Oversee safety compliance	10		10		10		10							
Liaison with Business Manager or business service provider	10		8		8		9		improved end of year					
School safety oversight and management	10	same as 54					same as #54							
Oversee materials supply	10	10			10		10							
Human Resources														
Human resources oversight (recruitment, hiring, dismissal, management, feedback, create & revise job descriptions, payroll decisions)	10	currently interviewing for positions					10		all positions filled by end of year for the first time. Clear communication with non returning teachers.					
Labor relations	10	supporting teachers to be human	10		10		10							
Implement personnel policies (including Conflict Resolution procedures)	10	successfully supported K teacher with her teacher assistant	10		10		10		successfully support 7th grade teacher with teacher assistant conflict	Honest end of the year communication with staff				
Provide staff with professional support (workshops, staff training decisions, observations, staff meetings and professional development)	8	great staff development this year. Attended a Pos Disc training with new teachers a few weeks ago.								All teachers had opportunity to select prof development, developed team of K-1 for collaborative training				
Personnel supervisor-instructional leader (observations, feedback, research about best practices)	6		6		6		7		time continues to be a factor for fewer observations than I would like					
Conducts staff evaluations	6	Just completed goals with all teachers	6		6		6		I would have liked more follow up on the goals					
Performance improvement/or letter of reprimand oversight	6	currently working with one teacher	7		7		7		supported 4th interim teacher using modeling for successful improvement					
Achievement-Testing														
Oversee progress on state and federal accountability measures	4		4		4		4		I tend to focus on internal accountability because I lack trust in state and federal system for providing accurate info					
Creates Board report on state and local accountability measures	5		4		4		4		still need to begin this					
Oversee state testing	10		10		10		10							
Student Services														
Special Education Program Oversight (manage the special education staff (OT, SLT, Ed Specialists), curriculum and intervention)	10	working on shortening IEP meetings	9		9		9							
Manage El Dorado SELPA (attend SELPA meetings, submit paperwork, budget)	10	complete	9		8		8		There are a variety of meetings. I need to keep better track of the meetings and outcomes of those meetings.					
Curriculum														
Oversee selection of school curriculum	10	evolving and hoping to create an enduring list for the school	9		9		9		online curriculum can be complicated. I would like to organize better in the future.					
Oversee the implementation of curriculum and programming	10		8		8		8		can lack time to oversee teachers frequently					
Parent-Community Involvement														

Draft and oversee parent policies (handbooks)	9	complete	10	10	10	10	handbooks completed on time						
Implement student suspension policies	8	no suspensions	9	9	9	9	1 suspension end of year						
Implements student expulsion policies	8	no expulsions					no expulsions						
Oversee parent and community relations (Parent Association, community groups, networking)	8	working often with PA. They are very active	8	8	8	8							
Oversee parent liaison	6	need clarity on how this is different than #90	8	8	8	8	need clarity on how this is different than #90						
Student-parent-teacher complaints	7		7	7	7	7	I have a wide range on this one. Some days a 10 and other situations are more complicated and I struggle balancing the needs of parents and school philosophy						
Overarching Roles													
Implements provisions of Charter	10		9	9	9	9							
Leads Charter review and renewal process	9	not this year					N/A						
Leads school to achieve its mission vision and goals	10	YES!	10	10	10	10							
Assess school needs and create effective plans to meet those needs	10	always....	10	10	10	10							
Leadership and Ethical Conduct													
Demonstrate skills in decision-making, problem-solving, managing change, planning, managing conflict, and evaluating	10	daily	10	10	10	10	I believe the staff feels confident in my decision making skills and trusts in me.						
Model personal and professional ethics, integrity, justice, and fairness and expect the same behaviors from others	9		9	9	9	9							
Make and communicate decisions based upon relevant data and research about effective teaching and learning, leadership, management practices, and equity	6		7	7	7	7							
Encourage and inspire others to higher levels of performance, commitment, and motivation	8		8	8	8	8							
Protect the rights and confidentiality of students and staff	8		10	10	10	10							
Total for all milestones													
Bonus Milestones													
By the end of the year Innovations Academy will have a location and facility chosen for the 2018/19 school year.	unmet	several locations were located and offers made for purchase but without success.											
IA will have a financial plan for the new facility.	met	the school was awarded \$20 million from Prop Z facility money for the relocation of our facility											
Create a plan for increasing self motivation and drive at IA.	met	The entire staff read the book "Drive" by Daniel Pink and identified the factors discussed regarding motivation. I supported several teachers in analyzing the structure and curriculum in their classes and making changes to add the three identified factors. Successful adjustment of math program in 8th grade, successful adjustment of math in 4th grade, development of individualization of curriculum in a variety of subject areas in multiple classrooms.											