

# POLICY: HEAD ADMINISTRATOR MID-YEAR REVIEW

J PAUL TAYLOR ACADEMY

[www.jaultayloracademy.org](http://www.jaultayloracademy.org)

Adoption date: May 11, 2016

The Head Administrator will provide a written narrative that addresses the five (5) areas outlined below. This document should be provided to the HA Evaluation Committee Chair no later than December 1<sup>st</sup> of each year. The Head Administrator Support and Evaluation Committee will meet with the Head Administrator during Closed Session in December to discuss the mid-year review.

Update of Goals Identified in the previous End of Year Review & Evaluation:

Provide an update on all goals previously identified.

Future/On-Going Goals:

Identify at minimum 1 individual and 2 school goals for the remainder of the current school year and the next school year.

Areas of Achievement and/or Strength:

Identify areas that you feel have been essential for your professional development and/or JPTA's success.

Areas for Improvement:

Identify areas you see as most critical for improvement for your professional development and/or JPTA's success. Include ways in which the GC can assist in these improvements.

Miscellaneous Areas of Interest:

Identify other areas of interest that you feel the GC should be knowledgeable of and consider during this mid-year review.