

Lincoln Park Principal Evaluation Process

As per district policy # 3223 – Evaluation of Administrators, administrators are required to have an annual goal-setting conference, a mid-year conference, and an annual review. This process is cyclical with the annual review being used as the basis for a subsequent goal-setting conference. The non-tenured will follow the same process, but will also be observed in the performance of duties not less than once each semester, which is followed by a conference to discuss the observation. Both the tenured and non-tenured observation form is completed in a narrative form. The formal evaluation form provides for narratives in the following areas:

- **Performance Observation**
- **Commendations**
- **Recommendations**
- **Administrative Goals**