

## ADMINISTRATION

### Goals and Objectives - Leadership Team

All administrative/management personnel of the Kennewick School District will establish substantive goals for each school year. These goals must be approved by the immediate supervisor and will normally number from 3-7 per year.

The final copy of the goals should be submitted to the immediate supervisor no later than October 1 of each year. Prior to submitting the final copy, the appraiser and appraisee will meet one or more times to reach agreement on the goals. The goals will be a combination of those identified by the appraisee and the appraiser.

During the year the two parties will meet periodically to review the progress of goal attainment. By a mutually agreed upon date, but not later than June 30, the administrator/manager will submit a written self-evaluation of the yearly goals. This self-evaluation should represent a high degree of professional excellence and it will be shared with the superintendent and possibly with the board of directors.

The format can be flexible but it is recommended that a plan similar to [F 6410](#) be followed.

It is recognized that each year presents new challenges with unique goals. However, some goals, with modification, will occur year after year. General categories of goals/objectives to be considered include:

1. School-Community Relations (Public Relations, Marketing, Image Improvement, etc.)
2. Invitational Education
3. Personal and Professional Growth Plans
4. Improving Academic Achievement of Students
5. Vision-Mission-Strategic Planning
6. Issues Related to Equity and Diversity
7. Capital or Other Facilities Projects
8. Enhancing Parent Involvement
9. School-Community Partnerships
10. Curriculum & Instruction Improvement
11. Levy-Bond Election Planning
12. Technology
13. Student Activities