



**November 27<sup>th</sup>: Distribute surveys to faculty.  
Form is due back on January 2, 2019 to Doug Rich**

**THE DIOCESE OF YAKIMA • PASTORAL OFFICE  
LA DIÓCESIS DE YAKIMA • CENTRO PASTORAL**

**Diocesan Catholic School Principal Evaluation**

Name of Principal: \_\_\_\_\_

Name of School: \_\_\_\_\_

Name and Position of Evaluator(s): \_\_\_\_\_

**Rating System**

5	Indicates excellence in this skill area
4	Indicates that the principal is very effective in this skill area
3	Indicates that the principal is effective in this skill area
2	Performance is short of expectations and/or inconsistent. The principal has been made aware of the relevant issues and appropriate trail and support will be provided. Areas in need of improvement must be addressed through the development of a measureable action plan.
1	Unacceptable performance. The principal has been made aware of the relevant issues and appropriate training and support will be provided. Areas in need of improvement must be addressed through the development of a measurable action plan.
NB	No basis for evaluation

<b>Catholic Faith Leadership</b>	
Models, fosters and upholds the teachings of the Catholic Faith.	5 4 3 2 1 NB
Demonstrates Christian respect and dignity to students, staff and parents.	5 4 3 2 1 NB
Ensures that all school programs are consistent with the teachings of the Catholic Church.	5 4 3 2 1 NB
Ensures a Christ Centered learning environment.	5 4 3 2 1 NB
Is effective in the selection and development of role models of the Catholic faith.	5 4 3 2 1 NB
<b>Operational Leadership</b>	
Exhibits competence in planning, organization, follow-through and time management.	5 4 3 2 1 NB
Adheres to diocesan financial policy standards.	5 4 3 2 1 NB
Makes decisions that are well timed, and based on adequate, reliable data.	5 4 3 2 1 NB
Is visible and available to staff, students, and parents.	5 4 3 2 1 NB
<b>Instructional Leadership</b>	
Advocates for high levels of learning for all students.	5 4 3 2 1 NB
Promotes health/safety/welfare of students and staff.	5 4 3 2 1 NB
Visits classrooms regularly, provides timely and growth evoking feedback and establishes clear expectations.	5 4 3 2 1 NB
Recognizes the achievements of students, faculty and staff.	5 4 3 2 1 NB
Provides for learning opportunities beyond the classroom for students and staff.	5 4 3 2 1 NB
Promotes effective and positive communication.	5 4 3 2 1 NB
<b>Strategic and Financial Leadership</b>	
Ensures the school's vision is being followed and is reflective of the overall vision for Catholic Schools.	5 4 3 2 1 NB
Allocates and utilizes school resources effectively.	5 4 3 2 1 NB
Practices appropriate oversight of school employees and key stakeholder groups.	5 4 3 2 1 NB
Promotes the school in the wider community.	5 4 3 2 1 NB

Comments:

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Signature Required \_\_\_\_\_

Date \_\_\_\_\_

Print your name \_\_\_\_\_

School: \_\_\_\_\_

E-mail address: \_\_\_\_\_

An e-mail confirmation will be sent to you to confirm Doug Rich has received your form.

Your honest response is appreciated; the evaluations will only be seen by the parish Pastor, Bishop Joseph Tyson, acting Superintendent of Schools and Doug Rich, Director of Schools for the Diocese.

RETURN YOUR FORMS TO: Diocese of Yakima, 5301-A Tieton Drive, Yakima, WA 98908  
or by fax at (509) 966-8334, attention to Doug Rich.

[5301-A TIETON DRIVE • YAKIMA, WA 98908 • 509/965-7117 • FAX 509/966-8334 • info@yakimadiocese.net](mailto:info@yakimadiocese.net)

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## **FACULTY/ STAFF INPUT FORM FOR PRINCIPAL**

To assist the supervisor in the annual evaluation of the school principal, please provide feedback concerning how the principal has assisted you in your teaching ministry during the past year. You are encouraged to give thoughtful, prayerful consideration to the questions listed below. Your honest answers will help me to provide feedback to the pastor and the principal.

1. What is the principal doing that assists you in your teaching ministry?
  
  
  
  
  
  
  
  
  
  
2. Please identify two areas in which the principal is performing positively.
  
  
  
  
  
  
  
  
  
  
3. Please identify two areas in which you would like to see the principal improve.
  
  
  
  
  
  
  
  
  
  
4. What would you like the principal to do to support you in your ministry that s/he is not doing now?
  
  
  
  
  
  
  
  
  
  
5. Other suggestions, recommendations or comments?

**Signature Required** \_\_\_\_\_

Date \_\_\_\_\_

**Print your name** \_\_\_\_\_

School: \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

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