



Diocese of Rockford  
 Department of Educational Services  
**ADMINISTRATOR'S SELF-EVALUATION**  
 School Year 2020 - 2021

Administrator:	School:	
Rating Scale: 1 = Area of Strength    2 = Meets Expectations    *3 = Area for Growth		<b>RATING</b>
1. I participate in the development and communication of the school's mission and philosophy, which reflect the unique Catholic character of the school.		
2. I facilitate the study and implementation of the school's mission and philosophy, as well as assess their impact on student learning.		
3. I promote the Catholic identity of the school and monitor its presence within the school community.		
4. I recognize and respect the role of parents/guardians as the first educators of their children.		
5. I initiate the review and development of curriculum in relation to the school's philosophy, learning expectations and student needs.		
6. I foster a school climate, which gives evidence of mutual respect, open communication and collaboration.		
7. I make decisions that reflect a sense of respect and justice.		
8. I recognize and honor my responsibility to be a positive model for faculty, staff and students.		
9. I participate in opportunities to grow in my Faith.		
10. I speak, act, and instruct in a manner that is consistent with the teachings of the Church.		
11. I foster confidence in others by delegating responsibilities.		
12. I monitor student progress in consultation with parents, teachers and students, in a concerned and cooperative manner.		
13. I encourage and develop the leadership and professional development of faculty and staff.		
14. I communicate clearly and effectively with teachers, parents, and students.		
15. I collaborate with the Council of Administration and inform them of significant activities or concerns.		
16. I implement the diocesan professional growth requirements, including catechetical certification, for myself as well as the faculty.		
17. I maintain accurate records and meet deadlines established by others.		
18. I implement the policies and procedures of the Diocese of Rockford.		
19. I display ability to make responsible decisions, use good judgment and follow through with commitments made.		
20. I demonstrate long range planning and have future goals in place.		
21. I foster collaboration between parishes and school.		
22. I provide regular and useful faculty meetings, which support the vision of the school.		

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23. I employ development and marketing strategies while working with appropriate groups within the school and civic communities.	
24. I collaborate with the faculty/staff in developing and enforcing consistent, positive student management.	
25. I effectively and efficiently manage the school's financial and material resources.	
26. I promote a physical environment that is safe and conducive to learning.	

The ultimate purpose of the Administrator professional growth process is to enrich and improve performance. The following can serve as a basis for conversation with the Administrator's supervisor as well as an opportunity for personal reflection.

- What have been the highlights of your experience as Administrator during this year thus far? (Include projects, innovations, celebrations, special studies, etc.)
  
- What are the responsibilities to which you feel you should give more concerted attention during the remainder of this year and/or the coming school year?
  
- Current Goals:
  
- Projected Goals for 2021-2022:

Administrator Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Diocesan Superintendent  
of Schools Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Return To: Diocesan Superintendent of Schools, P. O. Box 7044, Rockford, IL 61125 by **February 22nd.**