

PRINCIPLES

1. Professional development and growth occurs best in a climate of trust and respect.
2. Education is a partnership between students, parents and educators.
3. Parents of gifted students are vital partners in their child's education.
4. Parent and student input into administrative performance assists administrators in identifying opportunities for professional growth.
5. Administrators are encouraged to use the feedback produces by this process as a reflective tool to assist in future professional growth.
6. All information received will be treated in a confidential manner.

PROCEDURES

1. Student Feedback

- 1.1 Students in grades four to twelve will be invited to participate in this process on an annual basis during the month of February.
- 1.2 Anonymous responses will not be considered. The input received will be compiled and provided to administrators, with names removed, for reflection.
- 1.3 Administrators will meet with the Superintendent to discuss the feedback received.

Note: Sample tool attached

2. Parent Feedback

- 2.1 A random sample of parents will be invited to participate in this process on an annual basis during the month of February. Requests for parental input will be sent home with students and returned in sealed envelopes directly to the board office.
- 2.2 Anonymous responses will not be considered. The input received will be compiled and provided to administrators, with names removed, for reflection.
- 2.3 Administrators will meet with the Superintendent to discuss the feedback received.

Note: Sample tool attached

Legal Reference:

Cross Reference: Charter Agreement, Clause 3
AP-445 Administrator Growth, Supervision and Evaluation

Date of Approval: February 11, 2009

Date of Revision:

Due for Review: February 2012

SAMPLE TOOL FOR STUDENTS

(Insert Date)

Dear Students,

We would like to provide you with an opportunity to give feedback to your *(insert Principal or Vice-Principal, plus name)*. Your answers, as well as those provided by parents, will be considered by *(insert name)* as *(s/he)* plans for future improvement. Your answers will be collected by your teacher and sent to the Superintendent's office. Your name will be removed and your comments will then be shared with your *(insert Principal or Vice-Principal)*.

- A. In what ways has *(insert name)* made Westmount a good place to learn?

- B. What might *(insert name)* do to make Westmount a better place to learn?

- C. What else would you like to share with *(insert name)*?

Thank you for providing your comments.

Sincerely,

Merv Kurtz
Superintendent
Westmount Charter School

Your Name: _____ Your Grade: _____
(Anonymous responses will not be included)

