



**Diocesan Board of
Education Diocese of
Belleville**

Policy 2211.7

ADMINISTRATION

Principal - Evaluation

The principal will be evaluated by the pastor or the Office of Education (for diocesan schools). The evaluation form will be provided by the Office of Education.

The pastor or the Office of Education (for diocesan schools) shall conduct its evaluation throughout the principal's contract year, including preliminarily touching base with the principal and the Office of Education no later than December 1 of the year to gage the principal's performance and endeavor to address any issues that are identified.

Local advisory council members shall complete an appraisal form on the principal. These forms are provided by the Office of Education and are to be completed and submitted to the Pastor or the Office of Education (for diocesan schools) by January 31.

The pastor or the Office of Education, with the assistance from the executive committee of the local advisory council, if requested, shall prepare a summary of appraisal forms by February 7.

A copy of the summary along with the evaluation form from the pastor are to be submitted to the Office of Education by February 15.

By February 28, the pastor or the Office of Education (for diocesan schools), will endeavor to meet with the principal to discuss the summary of the evaluation and appraisal forms.

The Diocesan Board of Education Policies and Regulations do not in any way constitute a binding contract or in any way guarantee any rights or promises of any particular term or condition of employment or subsequent employment. The Pastor and the Office of Education (for diocesan schools) retain the absolute right to determine the terms and conditions of the employment of the principal.

Adopted: January 17, 1984

Revised: November 15, 2016

Revised: December 15, 2025