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On-line Board Self Assessment Instructions

Based on AASB Board Standards

About the Self Assessment Instrument:

The self assessment instrument is based on board standards and performance indicators that have been developed by a broad cross section of Alaskans, including school board members, parents, teachers, administrators and state and locally elected officials. There are 20 **standards** statements on the instrument numbered 1.1 through 5.3. These are for reference only and are not to be scored. Each standard is followed by **performance indicators** identified by letters in parentheses i.e. (a), (b), (c), etc. *You will be scoring the performance indicators only.*

Using the Assessment on-line:

There are four pieces to the on-line assessment: the directions, the assessment instrument, the answer sheet, and the improvement plan form. Begin by printing a copy of each form so you will be able to see them as a whole. Each document is a PDF file, which requires Acrobat Reader to view.

This is not meant to be an assessment of individual board members, but of your school board as a whole. Full board participation is important. Begin the process by talking with the other members of your board to get agreement on completing the assessment. Once you have made the decision to use the assessment determine which member of the board will collect and compile the results. Be sure to include the superintendent in the process, but don't compare their results with the rest of the board's.

When the assessment is reviewed, the discussion can raise issues that individual members may have been hesitant to discuss in the past. Skillful handling of the review can result in a discussion that focuses on the identification of potential solutions to the problem, rather than a rehashing of the events or issues that led to the concern. As always, AASB staff is available for district workshops to help with the review of the assessment and the development of an improvement plan.

Assessments should be viewed as an opportunity to improve how the board works — not just a critique of its operations. The assessment review should have as its purpose the identification of expectations and strategies that will help the board and superintendent enhance the performance of the district and improve student outcomes. These plans for improvement may include strategies regarding district operations, timelines for reports, a yearlong calendar for board workshops, and short-term goals or priorities for the board and the schools. Use the improvement plan template to develop a strategy for your own board.

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Directions for the assessment:

- 1 Select a score for each performance indicator that you think most closely reflects the performance of your board and record it on the **answer sheet** (4=Outstanding, 3=Effective, 2=Needs Improvement, 1=Ineffective)
- 2 If you feel your board is Outstanding, a written comment is required that will demonstrate what your board does that would warrant a score of 4. If there isn't enough space in the box, write your comments on a separate sheet of paper.
- 3 *Do not* score your board against the standards statements.
- 4 When you complete the self-assessment, write the last 4 digits of your social security number in the upper right hand corner of the 1st page. This will allow whoever is compiling the results to return your answer sheet to you during the self-assessment discussion.