

FORT VERMILION SCHOOL DIVISION NO. 52

Principal/Vice Principal Evaluation Report

Name: Kurtis Hewson

Date: May 22, 2001

School: Buffalo Head Prairie

Current Assignment: Vice Principal

Evaluator: John Bueckert

Years of Experience: 3

People Skills:

I am most impressed with your ability to work with any group of people. This has been demonstrated through your participation in parent meetings, staff meetings, school council meetings, individual student counseling and various community functions. Your personality draws people to you. You are a 'natural' around people where trust and respect are exemplified.

Problem Solving:

You have not been hesitant to take on any challenges that have been placed as your responsibility. You have been thorough in dealing with these situations including communicating effectively with all parties concerned. Your ability to assess situations and then respond to them appropriately has been admirable. A caution I would throw out is to guard against feeling that you must solve or respond to all "problems" dumped on your lap, that is don't do it for them but help them do it themselves. Know when to respond and when to guide them to address their problems and challenges.

Staff Supervision/Evaluation:

Your participation in completing an evaluation cycle with one of our staff was exemplary. You were most professional from start to finish. This appeared to be a rewarding experience for both parties!

Financial Management:

This was not a focus for year one, it is a focus for year two.

Organization & Planning:

This is an area I see as one of your strengths! You are a very organized individual, who when given a project or when a need is perceived, will commit

yourself to doing it and will follow through. You have been an active participant in familiarizing yourself with Board and school policies. You have demonstrated your ability to carry out administrative tasks such as scheduling, newsletters, handbooks and general information for staff, parents and central office. As well, you have familiarized yourself with SIRS, SIS and IPP's via attending workshops, hands on, and reading up on these programs.

Initiative/Special Interest:

Kurtis is always seeking to be of assistance wherever it may be needed. His enthusiasm and energy encourages others to do more. This year he has made it his project to introduce the Lions Quest program to our school. He orchestrated a highly successful school carnival as a fund raiser. This list could go on but let it suffice to say that where there is a need or project, he will be there!

Areas to be Improved/Changed:

I have a high regard for your ability as an administrator! My only caution, as mentioned earlier, would be for you to understand that you don't need to "do" everything. Part of being an administrator is to how to inspire others to be part of the team. I think I witnessed that in part through your leadership in the school carnival and I am sure it will continue.

Principal's Recommendation to the Superintendent/Deputy Superintendent:

- I recommend Kurtis Hewson continue his administrative designation.
- I do not recommend _____ continue his/her administrative designation.

Signed:

_____ (Principal)

The above evaluation of my work as a Vice Principal/Principal in Fort Vermilion School Division is well understood and acknowledged by me. By signing this document I do not necessarily agree with the contents in part or in whole.

Acknowledged:

Comments:

copy: Deputy Superintendent of Schools