

Evaluations Chair



Purpose: Conduct an annual program evaluation in order to determine the effectiveness of Ocean Shore School in meeting its stated goals and objectives.

Prerequisite/Requirement: Ability to compile and analyze data.

Job Responsibilities

- Obtain or create a draft evaluation and edit it as needed with PTO board or principal/teachers.
- Provide the evaluation to parents at the May general meeting or electronically.
- Collect and tabulates the results.
- Present results to board in the fall.
- Present results to the general body either in the newsletter or at the fall General Meeting.
- Meet with board to update the forms and/or format as needed.

Financial Responsibility: None

Hours recording procedure: Hours are calculated on per month basis for 10 months (Sept. to June) and are automatically posted by the hours recorder each month.

Hours earned: 25 **Reports to:** President

Selection Process: Elected by General Membership

Term: July 1 to June 30

Candidates

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Revised 4/20