

Valerie Bruneau
Andover Elementary School
Superintendent Evaluation
2024-2025

Valerie was evaluated and rated in several categories, and all seven members of the Board checked the most appropriate rating box on a scale of 1-5 (1 representing the lowest rating, 5 the highest) for each category.

Valerie has been an outstanding Superintendent for the entire five years she has been with us. She has accomplished far more than could be possibly expected of a part-time Superintendent and the school is fortunate to have her. She has participated in many town activities and volunteered her time to the Andover Senior Citizens by helping out with their Friday lunches. She takes the time to collaborate with other Superintendents, stays current with Connecticut state law and does everything necessary to make sure that the school is in compliance. Valerie encourages the Board of Education, professional staff and non-certified employees to continually participate in professional development. She encourages everyone to be their best. She is a phenomenal educational leader and most importantly, Valerie always puts the children first and foremost.

Educational leadership

****Goals**

1. Evaluates his/her own progress in meeting goals: 4.42
2. Succeeds in achieving goals: 4.57
3. Reviews educational needs of the system: 5.0
4. Prepares long-term and short-term goals for the system, including student achievement, and presents them to the Board: 4.57

***Comments: Valerie has great educational leadership goals. She continues to monitor & adjust as she progresses toward her goals.*

****Curriculum Development**

1. Coordinates curriculum development within the district: 4.71
2. Provides leadership in reviewing and developing curriculum: 4.28
3. Utilizes the talents of professionals and community members: 4.57
4. Establishes curriculum needs of special students: 4.75
5. Makes recommendations for textbooks for school Board adoption: 4.85
6. Maintains a current knowledge of developments in curriculum and instruction: 4.85

***Comments: Valerie excels in her leadership with regard to the curriculum development at AES. She also has done a terrific job in getting to know people in Andover and their talents and putting them to good use to benefit the students at AES. Valerie frequently consults with other district Superintendents regarding curriculum items. Valerie collaborates with the RHAM Superintendent to assure a smooth transition to middle school and high school for AES students.*

****Professional development**

1. Inspires other to high professional standards: 4.85
2. Assists schools in evaluating their current operations and professional development needs: 4.85
3. Provides a climate for professional development of staff through in-service workshops and professional activities: 4.85

***Comments: Valerie leads by example in setting high professional standards for everyone who works within AES, whether professional or volunteer.*

****Supervision**

1. Establishes self as educational leader: 4.85
2. Delegates responsibilities wisely: 4.57
3. Works within federal and state mandates: 4.85
4. Ensures that teachers are involved in decision making: 4.85
5. Reinforces positive efforts: 4.85
6. Ensures administration of personnel policies and programs: 4.85
7. Has a recruitment plan and organizes recruitment of personnel: 4.85
8. Recommends the assignment of personnel to schools and offices: 4.75
9. Plans and implements personnel evaluation system that identifies the strengths and weaknesses of employees in the system: 4.8
10. Oversees the planning and evaluation of the staff development program to address the weaknesses of employees in the system: 4.8
11. Supervises and evaluates all administrative staff: 4.6
12. Communicates vision/mission to personnel: 4.83

***Comments: Valerie strongly articulates requirements and vision to staff and teachers. She involves teachers when making decisions based on Board conversations. The latest hiring cycle is a perfect example of how the district is able to recruit and hire high quality applicants/employees: The vision and goals of the AES district shine through in the teachers and their interactions with students.*

Fiscal Management:****Student Services**

1. Develops regulations to implement student services: 4.57
2. Monitors student personnel services: 4.71
3. Monitors the student record system: 4.5
4. Implements programs relating to behavior and discipline of students: 4.8
5. Maintains programs for health and safety of students: 4.85

***Comments: Valerie has a strong pulse on the needs of the students and consistently comes up with creative solutions to meet their needs.*

****Budget/Business & Finance**

1. Prepares school calendar and annual budget with appropriate input: 5
2. Completes and files, in a timely fashion, all required forms and reports: 5
3. Prepares & recommends a budget that is fiscally sound and reflects the district's educational priorities: 4.85
4. Determines that funds are administered wisely and adequate control and accounting are maintained: 4.71
5. Keeps the Board routinely informed as to the status of the operating accounts of the budget: 4.85
6. Involves the staff in the budget process: 4.71
7. Reports to the school Board on the financial condition of the school system: 4.71
8. Ensures that expenditures are within limits approved by the school Board: 4.85
9. Monitors compliance with policies and laws: 4.85
10. Establishes and monitors procedures for procurement of equipment and supplies: 4.85

***Comments: Valerie did an outstanding job in developing and managing our budget. She keeps the budget to only what is needed to insure student growth and success.*

**** Infrastructure**

1. Keeps informed on needs of the school program, physical plant, facilities, equipment, supplies and code compliance requirements: 4.71
2. Prepares long/short-range plans for facilities and sites: 3.85
3. Maintains and implements policies for the use of school property: 4.71
4. Ensures the maintenance of school property: 4.71
5. Monitors any construction, renovations, or demolition of school facilities:4.71
6. Oversees and implements policies for safe school facilities: 4.85
7. Monitors the student transportation system: 4.85

***Comments: Valerie does a fantastic job ensuring the operations and management of the building is smooth. Valerie does a very effective job at weathering issues that do arise while trying to perform the duties of her job, issues that are from both internal and external sources. Although operational management facilities updates have increased, the Board was disappointed to not receive a written 10-year Capital plan in this past year; we will continue to work on this goal together with Superintendent Bruneau.*

Climate:

****Staff and Personnel**

1. Develops and executes sound personnel procedures and practices: 4.85
2. Treats all personnel fairly, without favoritism or discrimination, while insisting on performance of duties: 4.83
3. Evaluates performance of staff members, giving commendation for good work as well as constructive suggestions for improvement: 4.83
4. Maintains open communication: 4.71
5. Is an active listener: 4.71
6. Makes recommendations for employment, discipline or promotion of personnel in writing with supporting data; accepts responsibility for recommendations. If the recommendation is not accepted by the Board, willingly find another person to recommend: 4.8
7. Receives recommendations for personnel from Board members with an open mind but applies the same criteria for selection for recommendation as applies to applications from other sources: 4.75
8. Maintains up-to-date job descriptions for all personnel: 4.71
9. Assists Board in negotiations with teachers and administrative units and acts as liaison between the Board and other bargaining units: 4.83
10. Delegates authority to subordinates when appropriate: 4.6

***Comments: The climate and feel of the school is generally positive and forward thinking. It is a place students, teachers, and parents enjoy being.*

****Community Relations**

1. Solicits and gives attention to problems and opinions of all groups and individuals: 4.71
2. Develops friendly and cooperative relations with the news media: 4.71
3. Keeps the public aware of school activities and events: 4.28
4. Achieves status as a community leader in public education: 4.71
5. Involves the community in planning and problem solving for the schools: 4.14
6. Articulates educational programs and needs to the community: 4.42
7. Participates in community affairs: 4.85
8. Is visible to students, parents and staff in the schools: 4.85
9. Acts as liaison between schools and community social agencies: 4.85
10. Fosters positive morale and spirit within the district: 4.57

***Comments: Valerie continues to participate in many town activities. She is well known as a valued resource within our town outside of the school community. The Board feels there is an opportunity to reset relationships with key community members via changes in Valerie's communication style.*

****Teacher Relations**

1. Motivates and inspires professional growth: 5.0
2. Serves as a role model: 4.85
3. Is able to resolve grievance issues without involving the Board of education: 4.66
4. Supports and guides teachers in meeting the district's expectations of them: 4.83
5. Acts as liaison between the school Board and school personnel: 4.85

***Comments: Valerie is respected by teachers and inspires teachers to seek additional training and professional growth; she leads by example.*

Relationship with the Board and Board Members

****Policy**

1. Interprets and executes Board policy: 4.85
2. Supports Board policy and actions to the public and staff: 4.71
3. Understands role in administration of Board policy: 4.71

***Comments: Valerie is always very responsive to Board members and is an excellent resource with regard to policy questions. She spearheaded our policy review audit this past year.*

****Meeting preparation and participation**

1. Recommends actions and alternatives to the Board: 4.85
2. Informs the Board about rules and regulations of the Connecticut State Board of Education and state and federal laws: 4.85
3. Informs the Board about current trends and developments in education: 4.85
4. Keeps the Board informed on issues, needs, and operation of the school system: 4.85

***Comments: Always prepared and well informed. Valerie keeps the board up to date with CT and Federal law changes and current educational developments.*

****Rapport**

1. Remains impartial to the Board, treating all Board members alike: 4.14
2. Respects the right of individual Board members to express their opinion even though she may not be in agreement: 4.42
3. After an official position has been reached, supports the decision of the Board: 4.42
4. Refrains from criticism of members of the Board: 4.42
5. Maintains communication: 4.42
6. Informs Board members of pending state or federal legislation that could influence their decisions: 4.85
7. Keeps Board informed on issues, needs, and operations of the school system: 4.85
8. Offers professional advice to the Board on items requiring Board action, with appropriate recommendations based on thorough study and analysis: 4.83
9. Seeks and accepts constructive criticism of work: 3.85
10. Has a harmonious work relationship with the Board: 4.14
11. Accepts responsibility for maintaining liaison between the Board and personnel, working towards a high degree of understanding between the staff and the Board, and the Board and staff: 4.83
12. Goes immediately and directly to the Board when he/she feels an honest, objective difference of opinion exists between him/her and effort to resolve such difference immediately: 4.28

***Comments: Board relationships have improved from last year. Any viewing of a Board of Education meeting will clearly show Valerie's ability to develop and maintain rapport with the Board and its members.*

Personal/Professional Qualities

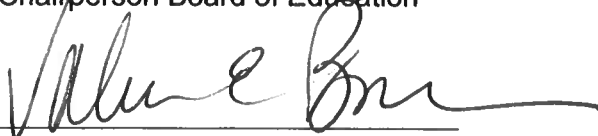
- 1. Maintains his/her professional development by reading, attending conferences, working on professional development by reading, attending conferences, working on professional committees, visiting other districts, and meeting with other superintendents: 4.85
- 2. Has his/her own plan for attaining CEU's in a planned program of activities: 4.85
- 3. Energetic and devotes the time necessary to meet the responsibilities of his/her position: 4.85
- 4. Uses language effectively in dealing with staff members, the Board and the public: 4.57
- 5. Completes tasks in a timely manner i.e., a realistic balance between quality and quantity: 4.85
- 6. Stimulates new ideas in others: 4.66
- 7. Independently sees the need for, and takes action required to carry out his/her responsibilities: 4.85
- 8. Oversees planning and evaluation of curriculum and instruction: 4.83
- 9. Communicates vision/mission to school personnel: 4.83

***Comments: Valerie has an opportunity to further develop her communication skills to enhance her effectiveness. By taking time to understand others' perspectives and tailoring her approach accordingly, her message could become more compelling and well-received. The Board recommends that Superintendent Bruneau avoid sending critical emails to members of Andover's other Boards or its Administrator without appropriate review.*

This evaluation was completed with the input of all seven Board members.


Caitlin McIntosh Greenhouse
Chairperson Board of Education

9/10/25
Date


Valerie E. Bruneau
Superintendent

Date