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## **Process and Schedule for the Director of Elections Performance Evaluation July 2024 - June 2025**

- May 28: Commission discusses and finalizes evaluation process and forms during Regular Meeting.
- May 30: President asks the Director to complete the self-evaluation form, following the process agreed on by the Commission.
- June 19: Director submits self-evaluation to the President. President distributes to full Commission for review.
- June 30: Commissioners have reviewed the Director's self-evaluation and submitted their individual evaluations to the President.
- July 11: President has reviewed Commissioners' evaluations, developed a proposed recap evaluation, and distributes each evaluation to the full Commission as packet items for next meeting.
- July 16: Commission holds closed session during Regular Meeting to review and agree on final evaluation.
- End of July: President shares final evaluation with the Director.

*\*NOTE: This schedule may change if the summer meeting schedule changes, as determined in the May 28th meeting..*