



Executive Director Goals and Rubric for 2026-27:

Goal 1: Finance

Ensure that Nova Classical Academy is positioned to begin the 2027/2028 school year fiscally sound, measured by the following:

- a. Nova Classical Academy ends the 2026/2027 school year within 2% of our final revised budget.
- b. Nova Classical Academy ends the year no more than 1% below projected enrollment as documented in the school's final board-approved budget and MARSS reporting system.

Goal 2: Charter Renewal

Complete the Charter Renewal with Friends of Education.

Goal 3: Expansion

Continue to lead the facility expansion process by coordinating project partners, ensuring timely completion of required deliverables, and maintaining alignment with the school's strategic plan. Support the incorporation of the expansion project into the daily life of the school.

Goal 4: State and Federal Policy

Monitor relevant changes in state and federal education policy and funding, and make timely recommendations to the Board or take appropriate actions to adapt operations, strategy, or communications in response.

Goal 1: Ensure that Nova Classical Academy is positioned to begin the 2026/2027 school year fiscally sound, measured by the following:

a. Nova Classical Academy ends the 2025/2026 school year within 2% of our final revised budget.

Highly Effective	Effective	Developing	Ineffective
<i>Provides constant flow of budgetary and/or financial information and discussion of ramifications of changes. Gives updates regarding impacts to funding as known.</i>	<i>Regularly reports to the Board concerning budget and financial status. Gives updates regarding impacts to funding when requested.</i>	<i>Reports to the Board when requested.</i>	<i>Does not report financial information other than at the annual audit.</i>

b. Nova Classical Academy ends the year no more than 1% below projected enrollment as documented in the school's final board-approved budget and MARSS reporting system.

Highly Effective	Effective	Developing	Ineffective
<i>Enrollment is above the project enrollment</i>	<i>Enrollment is within 1% of projected enrollment</i>	<i>Enrollment is 2-4% below projected enrollment</i>	<i>Enrollment is 5% or more below projected enrollment</i>

Goal 2: Complete the Charter Renewal with Friends of Education.

Highly Effective	Effective	Developing	Ineffective
<i>Completes the charter renewal process ahead of deadlines with accurate, comprehensive documentation and strong stakeholder engagement, positioning the school for a successful renewal.</i>	<i>Completes the charter renewal process on time, submits required documentation with minimal revisions, and effectively coordinates stakeholders.</i>	<i>Makes progress toward renewal requirements but requires support to meet deadlines, gather documentation, or coordinate stakeholders.</i>	<i>Fails to complete renewal requirements effectively, resulting in missed deadlines, incomplete documentation, or insufficient evidence for renewal.</i>

Goal 3: Continue to lead the facility expansion process by coordinating project partners, ensuring timely completion of required deliverables, and maintaining alignment with the school’s strategic plan. Support the incorporation of the expansion project into the daily life of the school.

Highly Effective	Effective	Developing	Ineffective
<i>Leads the facility expansion process proactively, ensuring major milestones are completed on or ahead of schedule.</i> <i>Maintains strong coordination with project partners and keeps the project aligned with the school's strategic plan.</i> <i>Effectively integrates the expansion project into school operations and engages stakeholders throughout the process.</i>	<i>Leads the facility expansion process and meets key project deadlines.</i> <i>Maintains communication with project partners and supports alignment with the school's strategic goals.</i> <i>Incorporates the expansion project into school activities and stakeholder communications.</i>	<i>Makes progress on the expansion project but experiences some delays or inconsistencies in coordination.</i> <i>Requires additional support to maintain timelines, stakeholder engagement, or strategic alignment.</i> <i>Limited integration of the project into daily school operations.</i>	<i>Fails to effectively manage the expansion process, resulting in significant delays or missed deliverables.</i> <i>Communication and coordination with project partners are insufficient.</i> <i>The project lacks strategic alignment and minimal effort is made to integrate it into the school community.</i>

Goal 4: Monitor relevant changes in state and federal education policy and funding, and make timely recommendations to the Board or take appropriate actions to adapt operations, strategy, or communications in response.

Highly Effective	Effective	Developing	Ineffective
<i>Anticipates policy and funding changes early, communicates implications clearly, and proactively recommends or implements thoughtful adaptations that strengthen the school’s operations, compliance, and alignment with long-term priorities.</i>	<i>Monitors changes consistently and provides timely recommendations or actions that ensure compliance and operational alignment with evolving policy and funding landscapes.</i>	<i>Responds to changes when prompted or after delays; recommendations or actions are reactive and lack clarity or alignment with long-term planning.</i>	<i>Fails to identify or respond to relevant changes in policy or funding; necessary recommendations or actions are missing or untimely, resulting in compliance or operational risks.</i>

In addition to the above goals, the Executive Director has also completed the general duties of the job as explained in the Executive Director Job Description.

Highly Effective	Effective	Developing	Ineffective
<i>Consistently exceeds expectations in fulfilling all general duties; demonstrates initiative, leadership, and a high level of accountability; models best practices for others.</i>	<i>Reliably meets expectations in fulfilling general duties; demonstrates competence, accountability, and steady performance.</i>	<i>Inconsistently fulfills general duties; requires additional guidance, training, or improvement to meet expectations consistently.</i>	<i>Fails to fulfill general duties as outlined; performance does not meet expectations and requires significant improvement.</i>