

WMC Board Self-Evaluation Questionnaire

A Tool for Improving Governance Practice

Name

(optional)

For period from to

Questions should be answered by all board members. When completed individually the results of Sections A, B and C should be compiled, shared and discussed by the whole board to determine an average group answer to each question and an overall section rating. Section D should be answered by board members alone but not shared with the group. Sections A, B and C should also be completed by the **Principal**. This version also includes Section E, which provides feedback to the Chair of the Board.

*Circle the response that* ***best*** *reflects your opinion. The rating scale for each statement is: Strongly Disagree (1); Disagree (2); Maybe or Not Sure (3); Agree (4); Strongly Agree (5).*

# How Well Has the WMC Board Done Its Job?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. Our organization has a three to five-year strategic plan or a set of clear long-range goals and priorities. | 1 | 2 | 3 | 4 | 5 |
| 2. The board’s meeting agenda clearly reflects our strategic plan or priorities. | 1 | 2 | 3 | 4 | 5 |
| 3. The board has insured that the organization also has a one-year operational or business plan. | 1 | 2 | 3 | 4 | 5 |
| 4. The board gives direction to staff on how to achieve the goals primarily by setting or referring to policies. | 1 | 2 | 3 | 4 | 5 |
| 5. The board ensures that the organization’s accomplishments and challenges are communicated to members and stakeholders. | 1 | 2 | 3 | 4 | 5 |
| 6. The board has ensured that members and stakeholders have received reports on how our organization has used its financial and human resources. | 1 | 2 | 3 | 4 | 5 |
|  |  |  |  |  |  |

*My overall rating (add together the total of the numbers circled):*

 Excellent (28+) Very Good (20-27)  Good (15-19)

 Satisfactory (12-18)  Poor (7-11)

# How Well Has the WMC Board Conducted Itself?

*Circle the response that* ***best*** *reflects your opinion. The rating scale for each statement is: Strongly Disagree (1); Disagree (2); Maybe or Not Sure (3); Agree (4); Strongly Agree (5).*

* 1. Board members are aware of what is expected of them. 1 2 3 4 5
  2. The agenda of board meetings is well planned

so that we are able to get through all necessary board business.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |

* 1. It seems like most board members come to meetings prepared.
  2. We receive written reports to the board in advance of our meetings.
  3. All board members participate in important board discussions.
  4. We do a good job encouraging and dealing with different points of view.
  5. We all support the decisions we make.
  6. The board has taken responsibility for recruiting new board members.
  7. The board has planned and led the orientation process for new board members.
  8. The board has a plan for director education and further board development.
  9. Our board meetings are always interesting.
  10. Our board meetings are frequently fun.

*My overall rating:*

 Excellent (50+)  Very Good (40-49)  Good (30-49)

 Satisfactory (20-29)  Poor (10-19)

# Board’s Relationship with Principal

*Circle the response that* ***best*** *reflects your opinion. The rating scale for each statement is: Strongly Disagree (1); Disagree (2); Maybe or Not Sure (3); Agree (4); Strongly Agree (5).*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. There is a clear understanding of where the board’s role |  | | | | |
| ends and the Principal begins. | 1 | 2 | 3 | 4 | 5 |
| 2. There is good two-way communication between the | 1 | 2 | 3 | 4 | 5 |
| board and the Principal. |  |  |  |  |  |
| 3. The board trusts the judgment of the Principal. | 1 | 2 | 3 | 4 | 5 |
| 4. The Board provides direction to the Principal by |  |  |  |  |  |
| setting new policies or clarifying existing ones. | 1 | 2 | 3 | 4 | 5 |
| 5. The board has discussed as communicated the kinds of |  |  |  |  |  |
| information and level of detail it requires from the Principal |  |  |  |  |  |
| on what is happening in the organization. | 1 | 2 | 3 | 4 | 5 |
| 6. The board has developed formal criteria and a process |  |  |  |  |  |
| for evaluating the Principal | 1 | 2 | 3 | 4 | 5 |
| 7. The board, or a committee of the board, has formally |  |  |  |  |  |
| evaluated the Principal within the past 12 months. | 1 | 2 | 3 | 4 | 5 |
| 8. The board evaluates the Principal primarily on the |  |  |  |  |  |
| accomplishment of the organization’s strategic goals |  |  |  |  |  |
| and priorities and adherence to policy. | 1 | 2 | 3 | 4 | 5 |
| 9. The board provides feedback and shows its appreciation |  |  |  |  |  |
| to the Principal on a regular basis. | 1 | 2 | 3 | 4 | 5 |
| 10. The board ensures that the Principal  is able to take advantage of professional development |  |  |  |  |  |
| opportunities. 1 | | 2 | 3 | 4 | 5 |
|  | |  |  |  |  |

*My overall rating:*

 Excellent (45+)  Very Good (39-44)  Good (29-38)

 Satisfactory (20-28)  Poor (11-19)

1. **Performance of Individual Board Members (*Not to be shared*)**

*Circle the response that* ***best*** *reflects your opinion. The rating scale for each statement is: Strongly Disagree (1); Disagree (2); Maybe or Not Sure (3); Agree (4); Strongly Agree (5).*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. I am aware of what is expected of me as a board member. | 1 | 2 | 3 | 4 | 5 |
| 2. I have a good record of meeting attendance. | 1 | 2 | 3 | 4 | 5 |
| 3. I read the minutes, reports and other materials in advance of our board meetings. | 1 | 2 | 3 | 4 | 5 |
| 4. I am familiar with what is in the organization’s by-laws and governing policies | 1 | 2 | 3 | 4 | 5 |
| 5. I frequently encourage other board members to express their opinions at board meetings. | 1 | 2 | 3 | 4 | 5 |
| 6. I am encouraged by other board members to express my opinions at board meetings. | 1 | 2 | 3 | 4 | 5 |
| 7. I am a good listener at board meetings. | 1 | 2 | 3 | 4 | 5 |
| 8. I follow through on things I have said I would do. | 1 | 2 | 3 | 4 | 5 |
| 9. I maintain the confidentiality of all board decisions. | 1 | 2 | 3 | 4 | 5 |
| 10. When I have a different opinion than the majority, I raise it. | 1 | 2 | 3 | 4 | 5 |
| 11. I support board decisions once they are made even if I do not agree with them. | 1 | 2 | 3 | 4 | 5 |
| 12. I promote the work of our organization in the community whenever I had a chance to do so. | 1 | 2 | 3 | 4 | 5 |
| 13. I stay informed about issues relevant to our mission and bring information to the attention of the board. | 1 | 2 | 3 | 4 | 5 |

*My overall rating:*

 Excellent (55+)  Very Good (45-54)  Good (32-44)

 Satisfactory (20-31)  Poor (13-19)

1. **Feedback to the Chair of the Board *(Optional)***

*Circle the response that* ***best*** *reflects your opinion. The rating scale for each statement is: Strongly Disagree (1); Disagree (2); Maybe or Not Sure (3); Agree (4); Strongly Agree (5).*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. The board has discussed the role and responsibilities of the Chair. | 1 | 2 | 3 | 4 | 5 |
| 2. The Chair is well prepared for board meetings. | 1 | 2 | 3 | 4 | 5 |
| 3. The Chair helps the board to stick to the agenda. | 1 | 2 | 3 | 4 | 5 |
| 4. The Chair ensures that every board member has an opportunity to be heard. | 1 | 2 | 3 | 4 | 5 |
| 5. The Chair is skilled at managing different points of view. | 1 | 2 | 3 | 4 | 5 |
| 6. The Chair can be tough on us as a group when we get out-of-line. | 1 | 2 | 3 | 4 | 5 |
| 7. The Chair knows how to be direct with an individual board member when their behavior needs to change. | 1 | 2 | 3 | 4 | 5 |
| 8. The Chair helps the board work well together. | 1 | 2 | 3 | 4 | 5 |
| 9. The Chair demonstrates good listening skills. | 1 | 2 | 3 | 4 | 5 |
| 10. The board supports the Chair. | 1 | 2 | 3 | 4 | 5 |
| 11. The Chair is effective in delegating responsibility amongst board members. | 1 | 2 | 3 | 4 | 5 |

*My overall rating:*

 Excellent (45+)  Very Good (35-44)  Good (25-34)

 Satisfactory (20-33)  Poor (11-19)