

Chapter 392-202 WAC

SCHOOL PERSONNEL—EXCELLENCE IN EDUCATION AWARDS

WAC

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WAC 392-202-003 Authority. The authority for this chapter is RCW 28A.625.050 which authorizes the superintendent of public instruction to adopt rules relating to administration of a Washington award for excellence in education for teachers, principals, administrators, superintendents, school boards, and classified staff.

[Statutory Authority: RCW 28A.625.050, 91-03-119 (Order 91-03), § 392-202-003, filed 1/23/91, effective 2/23/91. Statutory Authority: 1990 c 33, 90-16-002 (Order 18), § 392-202-003, filed 7/19/90, effective 8/19/90. Statutory Authority: RCW 28A.03.532, 89-19-032 (Order 14), § 392-202-003, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-003, filed 11/5/87.]

WAC 392-202-005 Purpose. The purpose of this chapter is to set forth policies, selection, criteria, and administrative procedures for establishing an annual Washington award for excellence in education to teachers, principals, administrators, superintendents, school boards, and classified staff.

[Statutory Authority: RCW 28A.03.532, 90-19-041 (Order 29), § 392-202-005, filed 9/13/90, effective 10/14/90; 89-19-032 (Order 14), § 392-202-005, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-005, filed 11/5/87.]

WAC 392-202-010 Teacher—Definition. As used in this chapter, the term "teacher" means one of the following:

- (1) A person certified under chapter 180-75 WAC; or

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- (2) An educational staff associate certified under chapter 180-75 WAC.

[Statutory Authority: RCW 28A.03.532, 89-19-032 (Order 14), § 392-202-010, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-010, filed 11/5/87.]

WAC 392-202-015 Principal/administrator—Definition. As used in this chapter, the term "principal/administrator" means one of the following:

- (1) A person certified under chapter 180-75 WAC; or
- (2) A person with supervisory responsibilities at the school building/central office level.

[Statutory Authority: RCW 28A.03.532, 89-19-032 (Order 14), § 392-202-015, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-015, filed 11/5/87.]

WAC 392-202-020 Superintendent—Definition. As used in this chapter, the term "superintendent" means the chief school district administrator.

[Statutory Authority: RCW 28A.03.532, 87-23-005 (Order 87-15), § 392-202-020, filed 11/5/87.]

WAC 392-202-025 School board—Definition. As used in this chapter, the term "school board" means the governing board of directors of a local school district.

[Statutory Authority: RCW 28A.03.532, 87-23-005 (Order 87-15), § 392-202-025, filed 11/5/87.]

WAC 392-202-027 Classified staff—Definition. Reserved.

[Statutory Authority: RCW 28A.03.532, 90-19-041 (Order 29), § 392-202-027, filed 9/13/90, effective 10/14/90.]

WAC 392-202-030 Congressional district—Definition. As used in this chapter, the term "congressional district" means the eight United States congressional districts in the state of Washington.

[Statutory Authority: RCW 28A.03.532, 87-23-005 (Order 87-15), § 392-202-030, filed 11/5/87.]

WAC 392-202-035 Elementary level—Definition. As used in this chapter, the term "elementary level" means grades K-6: Provided, That in districts with middle schools beginning at grades 5 or 6, grades K-4 or 5 shall be considered elementary.

[Statutory Authority: RCW 28A.03.532, 87-23-005 (Order 87-15), § 392-202-035, filed 11/5/87.]

WAC 392-202-040 Junior high level—Definition. As used in this chapter, the term "junior high level" means grades 7-9: Provided, That it may mean grades 7 and 8 in a school district where high school encompasses grades 9-12,

or grades 8 and 9 in a district which chooses to include grade seven in a middle school.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-040, filed 11/5/87.]

WAC 392-202-045 Middle school level—Definition.

As used in this chapter, the term "middle school level" means grades 5 or 6 through grade 8 in a district operating with a middle school rather than junior high configuration.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-045, filed 11/5/87.]

WAC 392-202-050 Secondary level—Definition.

As used in this chapter, the term "secondary level" means grades 10-12: Provided, That if a building houses grades 7, 8, and/or 9, those grades may also be included, depending on the grade configuration served in a particular school building.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-050, filed 11/5/87.]

WAC 392-202-055 Educational grant—Definition.

As used in this chapter, the term "educational grant" means an amount not exceeding one thousand dollars for individuals or two thousand five hundred dollars for a school board which shall be awarded by the superintendent of public instruction upon receipt of a grant application identifying the educational purpose for which the grant will be used, submitted pursuant to WAC 392-202-115, 392-202-125, and 392-202-135.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-055, filed 11/5/87.]

WAC 392-202-060 Educational purpose—Definition. As used in this chapter, the term "educational purpose" means for education to benefit the recipient of the educational grant award or for educational activities or materials to benefit other educators or children.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-060, filed 11/5/87.]

WAC 392-202-065 One full academic year. As used in this chapter, the term "one full academic year" means forty-five quarter or thirty semester hours of study at any state institution of higher education.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-065, filed 11/5/87.]

WAC 392-202-070 Selection of recipients—Annual recognition. Annual recognition criteria are as follows:

- (1) Five teachers from each congressional district of the state. One individual must be an elementary teacher, one must be a junior high or middle school level teacher, and one must be a secondary teacher;
- (2) Five principals or administrators from each congressional district of the state;
- (3) One school district superintendent from the state;
- (4) One school district board of directors from the state; and
- (5) Three classified staff from each congressional district of the state.

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Not more than five teachers, five principals or administrators, and three classified staff from each congressional district and one superintendent and one school board from the state may be recognized and receive awards in any school year.

[Statutory Authority: RCW 28A.03.532. 90-19-041 (Order 29), § 392-202-070, filed 9/13/90, effective 10/14/90; 89-19-032 (Order 14), § 392-202-070, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-070, filed 11/5/87.]

WAC 392-202-075 Selection of recipients—Nomination. Nomination of persons shall be as follows:

(1) Any person may nominate a classified staff member, teacher, principal, administrator, superintendent, or school board for the award by submitting the form provided by the superintendent of public instruction for that purpose. The nomination form and information about the awards program shall be disseminated to the public, to educators, and to members of professional education associations through newsletters, bulletins, and other media which the superintendent of public instruction may deem appropriate.

(2) The nomination form shall include at a minimum:

- (a) The name of the person/board nominated.
- (b) The school building/district name and address where the person works.
- (c) The congressional district in which the district is located.
- (d) The grade level and category, where appropriate, for which the nomination is made.
- (e) The address to which the form should be returned and the date by which it must be received.

[Statutory Authority: RCW 28A.03.532. 90-19-041 (Order 29), § 392-202-075, filed 9/13/90, effective 10/14/90; 89-19-032 (Order 14), § 392-202-075, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-075, filed 11/5/87.]

WAC 392-202-080 Selection of recipients—Application. Selection of recipients shall require submission of an application as follows:

(1) Candidates nominated on forms provided by and returned to the superintendent of public instruction shall receive an application form from the superintendent of public instruction to be completed and returned if the candidate wishes to be considered for the award. The application shall be adapted to each category of award, — i.e., classified staff member, teacher, principal, or administrator, superintendent, and school board, — and shall require that the candidate provide evidence of leadership in, and contributions and commitment to educational excellence.

(2) Classified staff member applications shall include recommendations from a building administrator, teacher, and a student or parent/guardian.

(3) Teacher award applications shall include recommendations from a superintendent, a community member, and a student or parent/guardian.

(4) Principal or administrator award applications shall include recommendations from a member of the staff in his or her building, a superintendent, and a student or parent or guardian.

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(5) Superintendent award applications shall include recommendations from a community representative, chair of the school board, and a member of the school district staff.

(6) School board award applications shall include recommendations from the local education association president, the superintendent, and a representative of a parent support group.

[Statutory Authority: RCW 28A.03.532. 90-19-041 (Order 29), § 392-202-080, filed 9/13/90, effective 10/14/90; 89-19-032 (Order 14), § 392-202-080, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-080, filed 11/5/87.]

WAC 392-202-085 Selection of recipients—Review committee. Recipients shall be selected as follows:

(1) A committee composed of eighteen members representative of the eight congressional districts shall be appointed by the superintendent of public instruction to review applications and select the recipients for each category, grade level and congressional district using the criteria established in WAC 392-202-090. Committee members shall be:

- (a) Six teachers, including representatives.
- (b) Three principals or administrators including representatives of elementary, middle school or junior high, and senior high school.
- (c) Three superintendents.
- (d) Three school board members.
- (e) Three currently active members of parent-teacher-student organizations.

(2) Prior to receipt of applications pursuant to WAC 392-202-080, the review committee shall establish a final selection procedure consistent with this chapter that is fair, timely and provides for breaking ties in a predetermined, objective manner.

(3) Recipients shall be selected and awards presented no later than June 1 of each year.

[Statutory Authority: RCW 28A.03.532. 89-19-032 (Order 14), § 392-202-085, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-085, filed 11/5/87.]

WAC 392-202-087 Selection criteria—Classified staff members. The three broad criteria of leadership, commitment, and contribution to excellence shall be adapted to classified staff as follows:

- (1) Leadership among classified staff and with students or community;
- (2) Commitment evidenced by special efforts to foster student success;
- (3) Contributions to the staff, school, or community.

[Statutory Authority: RCW 28A.03.532. 90-19-041 (Order 29), § 392-202-087, filed 9/13/90, effective 10/14/90.]

WAC 392-202-090 Selection criteria—Teachers. The three broad criteria of leadership, commitment, and contribution to educational excellence shall be adapted to teachers as follows:

The Christa McAuliffe Award for teachers shall require:

- (1) Leadership among professional colleagues and with students or the community;

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(2) Commitment evidenced by special efforts to foster student morale or achievement and to improve personal effectiveness as an educator;

(3) Contributions to the field such as education-related methods, materials, or programs and unusually great contributions to the education of some students.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-090, filed 11/5/87.]

WAC 392-202-095 Selection criteria—Principals or administrators. The three broad criteria of leadership, commitment, and contribution to educational excellence shall be adapted to principals as follows:

The Excellence in Education Award to principals shall require:

- (1) Leadership evidenced by clear understanding of the wishes and needs of building staff, students, and community, and by fostering the progress of the school's educational program;
- (2) Commitment evidenced by recent efforts to increase personal and professional effectiveness and to promote educational excellence in the community, state or nation; and
- (3) Contributions such as curriculum development within the school and significant staff achievements fostered by the principal's or administrator's leadership.

[Statutory Authority: RCW 28A.03.532. 89-19-032 (Order 14), § 392-202-095, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-095, filed 11/5/87.]

WAC 392-202-100 Selection criteria—Superintendent. The three broad criteria of leadership, commitment, and contribution to educational excellence shall be adapted to a superintendent as follows:

The Excellence in Education Award to a superintendent shall require:

- (1) Leadership in board implementation of community wishes or community acceptance of educational improvements, and enhancement of employee effectiveness in implementing the wishes of the board and community;
- (2) Commitment evidenced by special effort(s) to carry out wishes of the board and promote educational excellence; and
- (3) Contributions such as new programs or developments initiated and brought to fruition within the district and efforts that have demonstrably and substantially enhanced the attitude toward schools or the professional growth of educators.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-100, filed 11/5/87.]

WAC 392-202-105 Selection criteria—School board. The three broad criteria of leadership, commitment, and contribution to educational excellence shall be adapted to a school board as follows:

The Excellence in Education Award to a school board shall require:

- (1) Leadership evidenced by board philosophy and goals which reflect the community's wishes and assurance that district employees know, understand, and implement that philosophy;

(2) Commitment evidenced by special efforts to access community input and provide interpretation of the board's actions and to maintain current knowledge of educational developments and implement appropriate innovations; and

(3) Contributions such as mechanisms to assure community interaction and teamwork and to promote maximum professional development by district employees.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-105, filed 11/5/87.]

WAC 392-202-110 Awards for teachers, principals, administrators, and classified staff. The award for educational excellence for teachers, classified employees, and principals or administrators shall include:

(1) A certificate presented by the governor and superintendent of public instruction in public ceremony(ies); and

(2) The recipient shall receive a recognition award of at least two thousand five hundred dollars.

[Statutory Authority: RCW 28A.03.532. 94-20-008 (Order 94-12), § 392-202-110, filed 9/22/94, effective 10/23/94. Statutory Authority: RCW 28A.625.050. 93-19-121 (Order 93-16), § 392-202-110, filed 9/21/93, effective 10/22/93; 93-08-005 (Order 93-02), § 392-202-110, filed 3/24/93, effective 4/24/93. Statutory Authority: RCW 28A.03.532. 89-19-032 (Order 14), § 392-202-110, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-110, filed 11/5/87.]

WAC 392-202-113 Award for classified staff. The award for educational excellence for classified staff shall include a certificate presented by the governor and superintendent of public instruction in public ceremony(ies).

[Statutory Authority: RCW 28A.03.532. 90-19-041 (Order 29), § 392-202-113, filed 9/13/90, effective 10/14/90.]

WAC 392-202-115 Notification and application for award—Teachers and principals/administrators. (1) The superintendent of public instruction shall notify the recipients that an election must be made in a timely fashion, including appropriate forms for making the election; and recipients shall notify the superintendent of public instruction in writing within one year of receipt of the award of the option they have chosen.

(2) Recipients shall apply for the educational grant within one year after receipt of the award and shall expend the funds provided under the grant within one year after submission of the application.

(3) Recipients choosing waiver after January 1989 shall apply for the waiver and stipend within one year after receipt of the award and shall expend the funds provided under the waiver and stipend within three years after the receipt of the award.

[Statutory Authority: RCW 28A.03.532. 89-19-032 (Order 14), § 392-202-115, filed 9/14/89, effective 10/15/89; 87-23-005 (Order 87-15), § 392-202-115, filed 11/5/87.]

WAC 392-202-120 Award for superintendent. The awards for superintendent shall include:

(1) A certificate presented by the superintendent of public instruction and the governor at a public ceremony(ies); and

(2) The amount of the recognition award shall be at least one thousand dollars for superintendents employed in first class school districts. The award for superintendents

employed in second class school districts shall be at least two thousand five hundred dollars.

[Statutory Authority: RCW 28A.03.532. 94-20-008 (Order 94-12), § 392-202-120, filed 9/22/94, effective 10/23/94; 87-23-005 (Order 87-15), § 392-202-120, filed 11/5/87.]

WAC 392-202-125 Application—Superintendent.

The superintendent shall submit a written application to the superintendent of public instruction within one year of receiving the award and shall expend the funds provided under the grant within one year after submission of the application. Such application shall include the educational purpose(s) toward which the grant shall be used.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-125, filed 11/5/87.]

WAC 392-202-130 Award for school board. The awards for school boards shall include:

(1) A certificate presented by the superintendent of public instruction and the governor at a public ceremony(ies); and

(2) A grant not to exceed two thousand five hundred dollars, which shall be used for educational purposes.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-130, filed 11/5/87.]

WAC 392-202-135 Application—School board. The school board shall submit a written application to the superintendent of public instruction within one year of receiving the award and shall expend the funds provided under the grant within one year after submission of the application. Such application shall include the educational purpose(s) toward which the grant shall be used.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-135, filed 11/5/87.]

WAC 392-202-140 Expenditure period for educational grants. Educational grants to any award recipient shall be expended within the current and ensuing year in which they are issued: Provided, That such grant funds shall not be carried over from one biennium to a subsequent biennium.

[Statutory Authority: RCW 28A.03.532. 87-23-005 (Order 87-15), § 392-202-140, filed 11/5/87.]