

WSR 23-04-012  
PERMANENT RULES  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

[Filed January 20, 2023, 8:13 a.m., effective August 1, 2023]

Effective Date of Rule: August 1, 2023.

Purpose: Rule amendments establish a timeline and defined process for professional performance evaluations of certificated principals and assistant principals. Evaluations and summative conferences shall be conducted by the evaluator prior to June 1 of the school year in which the evaluation is made. The timeline applies to both focused and comprehensive evaluations for principals and assistant principals and is intended to ensure that principals and assistant principals receive timely feedback, as well as indications of their employment status.

Rule changes were made in collaboration with the teacher and principal evaluation program (TPEP) steering committee\* to support growth and development for all principals and assistant principals by requiring evaluations and summative conferences occur in a manner and timeline that allows a principal/assistant principal to improve their practice or to seek another position.

\*The TPEP steering committee includes the following: Association of Washington School Principals, Washington Association of School Administrators, Washington Education Association, Washington State School Directors' Association, and Washington State Parent Teacher Association, as well as the office of superintendent of public instruction.

Citation of Rules Affected by this Order: Amending WAC 392-191A-160 and 392-191A-190.

Statutory Authority for Adoption: RCW 28A.405.100.

Adopted under notice filed as WSR 22-23-062 on November 9, 2022.

Number of Sections Adopted in Order to Comply with Federal Statute: New 0, Amended 0, Repealed 0; Federal Rules or Standards: New 0, Amended 0, Repealed 0; or Recently Enacted State Statutes: New 0, Amended 0, Repealed 0.

Number of Sections Adopted at the Request of a Nongovernmental Entity: New 0, Amended 0, Repealed 0.

Number of Sections Adopted on the Agency's own Initiative: New 0, Amended 2, Repealed 0.

Number of Sections Adopted in Order to Clarify, Streamline, or Reform Agency Procedures: New 0, Amended 0, Repealed 0.

Number of Sections Adopted using Negotiated Rule Making: New 0, Amended 0, Repealed 0; Pilot Rule Making: New 0, Amended 0, Repealed 0; or Other Alternative Rule Making: New 0, Amended 0, Repealed 0.

Date Adopted: January 20, 2023.

Chris P. S. Reykdal  
State Superintendent of Public Instruction

OTS-4131.1

AMENDATORY SECTION (Amending WSR 16-17-028, filed 8/8/16, effective 8/31/16)

**WAC 392-191A-160 Minimum procedural standards—Conduct of the comprehensive evaluation for certificated principals and assistant principals.** The conduct of the evaluation of principals and assistant principals must include, at a minimum, the following:

(1) All eight principal criteria must contribute to the overall summative evaluation.

(2) The evaluation must include an assessment of the criteria using the leadership framework rubrics and the superintendent of public instruction's approved student growth rubrics. More than one measure of student growth data must be used in scoring the student growth rubrics.

(3) Criterion scores, including leadership and student growth rubrics, must be determined by an analysis of evidence.

(4) An overall summative score shall be derived by a calculation of all summative scores and determining the final four level rating based on the superintendent of public instruction's determined summative evaluation scoring band.

(5) Upon completion of the overall summative scoring process, the evaluator will combine only the student growth rubric scores to assess the certificated principal or assistant principal's student growth impact rating.

(6) The student growth impact rating will be determined by the superintendent of public instruction's student impact rating scoring band.

(7) A student growth score of "1" in any of the rubric rows will result in an overall low student growth impact rating.

(8) Principal and assistant principal evaluations, including a scheduled summative conference with their evaluators, must be held on or prior to June 1st of the school year for which the evaluation is being made.

[Statutory Authority: RCW 28A.405.100. WSR 16-17-028, § 392-191A-160, filed 8/8/16, effective 8/31/16; WSR 13-05-009, § 392-191A-160, filed 2/7/13, effective 3/10/13.]

AMENDATORY SECTION (Amending WSR 16-17-028, filed 8/8/16, effective 8/31/16)

**WAC 392-191A-190 Minimum procedural standards—Conduct of the focused evaluation for certificated principals and assistant principals.** The conduct of the evaluation of principals or assistant principals must include, at a minimum, the following:

(1) One of the eight criterion for certificated principals or assistant principals must be assessed in every year that a comprehensive evaluation is not required.

(2) The selected criterion must be approved by the principal's evaluator and may have been identified in a previous comprehensive summative evaluation as benefiting from additional attention.

(3) The evaluation must include an assessment of the criterion using the leadership framework rubrics and the superintendent of public instruction's approved student growth rubrics. More than one meas-

ure of student growth data must be used in scoring the student growth rubrics.

(4) The focused evaluation will include the student growth rubrics selected by the principal or assistant principal and approved by the principal's evaluator. If criterion 3, 5, or 8 is selected, evaluators will use those student growth rubrics. If criterion 1, 2, 4, 6, or 7 is selected, evaluators will use criterion 3, 5, or 8 student growth rubrics.

(5) A summative score is assigned using the summative score from the most recent comprehensive evaluation. This score becomes the focused summative evaluation score for any of the subsequent years following the comprehensive summative evaluation in which the certificated principal or assistant principal is placed on a focused evaluation. Should a principal or assistant principal provide evidence of exemplary practice on the chosen focused criterion, a level 4 (Distinguished) score may be awarded by the evaluator.

(6) Should an evaluator determine that a principal or assistant principal on a focused evaluation should be moved to a comprehensive evaluation for that school year, the principal or assistant principal must be informed of this decision in writing at any time on or before December 15th.

(7) Districts shall implement the changes described in subsections (5) and (6) in this section no later than the 2017-18 school year. A district has the option to implement beginning in either the 2016-17 or the 2017-18 school year.

(8) Principal and assistant principal evaluations, including a scheduled summative conference with their evaluators must be held on or prior to June 1st of the school year for which the evaluation is being made.

[Statutory Authority: RCW 28A.405.100. WSR 16-17-028, § 392-191A-190, filed 8/8/16, effective 8/31/16; WSR 13-05-009, § 392-191A-190, filed 2/7/13, effective 3/10/13.]