# PRINCIPALS: 5565

The roles of the principal and assistant principal are critical to the success of a school. Principals and assistant principals are expected to lead their schools to higher levels of student achievement even as the learning environment becomes more complex. Principal evaluation procedures must address both the needs for continuous school improvements and successful building management. The evaluation system developed by the Federal Way Principal/Assistant Principal Evaluation Committee provides indicators that identify and assess effectiveness based upon performance standards.

The District recognizes the complexity and importance of the evaluation system. Continuous, measurable improvement is critical to the success of any school. The standards below are recognized as necessary to link leadership abilities and accountability.

**Roles and Responsibilities**

The principal's role and responsibilities are divided into two main areas of performance evaluation categories. The first evaluation category is "student achievement and instructional leadership." Strands (areas of responsibility) include:

- Student data analysis;
- Best educational practices;
- Staff collaboration;
- Effective instructional practices;
- School leadership;
- Resource allocation;
- Staff leadership;
- Understanding of Essential Academic Learning Requirements (EALRs);
- Communication skills; and
- School achievement trends and patterns.

The second evaluation category is "school management." Strands (areas of responsibility) include:

- Management of safe and orderly school;
- School goal(s) implementation;
- Staff support and evaluation;
- Use of financial, physical and community resources;
- Community involvement and partnerships;
- Effective community/school communication; and
- Healthy and productive school climate.

# PRINCIPALS: 5565

The Superintendent is vested with the authority to fill vacancies in principalships when they occur. The Superintendent has the authority to reassign or transfer current principals/assistant principals. A hire recommendation for a new principal/assistant principal or a principal/assistant principal from outside the District must be presented to the Board for approval.

The principal is considered a key administrator in the organizational structure of the school district. The principal is directly responsible to the Deputy Superintendent or Assistant Superintendent.

The principal has the responsibility and authority to administer his/her school within the policies and procedures established for the school district.

The Superintendent shall determine the need for assistants and shall select them with the approval of the Board. Assistants shall be directly responsible to the principal for their duties and responsibilities.

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| Legal References: | RCW 28A.400.100 | Principals and vice principals—Employment of–Qualifications–Duties |
| | RCW 28A.400.110 | Principal to assure appropriate student discipline |
| | RCW 28A.150.240 | BEA Certificated teaching and administrative staff as accountable for classroom teaching–Scope–Responsibilities–Penalty |
| | RCW 28A.405.230 | Conditions and contracts of employment–Transfer of administrator to subordinate certificated position-Notice–Procedure |