

**MEMORANDUM OF UNDERSTANDING**  
**between**  
**EDMONDS SCHOOL DISTRICT NO. 15**  
**and**  
**EDMONDS PRINCIPALS' ASSOCIATION**

This Memorandum of Understanding **regarding the implementation schedule for the new evaluation system** shall be in effect July 1, 2013 through June 30, 2014 and is supplemental to the 2011-14 Memorandum of Understanding between the Edmonds School District (District) and the Edmonds Principals' Association (EPA), as well as subsequent Memoranda of Understanding through June 30, 2017.

WHEREAS, beginning with the 2013-14 school year, all principals and assistant principals will be evaluated under the new principal evaluation system, either through the Comprehensive or Focused evaluation process; and

WHEREAS, in order to balance the workload for evaluators, approximately 25% of elementary principals, 25% of secondary principals and 25% of assistant principals will have their first Comprehensive evaluation each year of the four-year phase in.

THEREFORE the undersigned parties hereby agree as follows:

1. For 2013-14, the following employees will be evaluated using the Comprehensive evaluation:
  - Principals and assistant principals in the first three consecutive school years of employment as a principal or assistant principal; and
  - Principals or assistant principals whose work is not judged satisfactory in their most recent evaluation; and
  - Principals or assistant principals previously employed as a principal or assistant principal by another school district in the State of Washington for three or more consecutive school years and in the first full year as a principal or assistant principal in Edmonds.
  - The remaining openings needed to bring the total number of principals and assistant principals in each category to 25% will be available to volunteers. If there are more or fewer volunteers than openings, a lottery will be conducted in June.

All other principals and assistant principals will be evaluated using the Focused evaluation process. Employees on the Focused Evaluation must cycle through the Comprehensive Evaluation process every four (4) years from the date the new evaluation process is implemented.

2. For 2014-15, the following employees will be evaluated using the Comprehensive evaluation:
  - Principals and assistant principals in the first three consecutive school years of employment as a principal or assistant principal; and
  - Principals or assistant principals whose work is not judged satisfactory in their most recent evaluation; and
  - Principals or assistant principals previously employed as a principal or assistant principal by another school district in the State of Washington for three or more consecutive school years and in the first full year as a principal or assistant principal in Edmonds.

- The remaining openings needed to bring the total number of principals and assistant principals in each category to 25% will be available to volunteers. If there are more or fewer volunteers than openings, a lottery will be conducted in June.

All other principals and assistant principals will be evaluated using the Focused evaluation process.

3. For 2015-16, the following employees will be evaluated using the Comprehensive evaluation:
  - Principals and assistant principals in the first three consecutive school years of employment as a principal or assistant principal; and
  - Principals or assistant principals whose work is not judged satisfactory in their most recent evaluation; and
  - Principals or assistant principals previously employed as a principal or assistant principal by another school district in the State of Washington for three or more consecutive school years and in the first full year as a principal or assistant principal in Edmonds.
  - The remaining openings needed to bring the total number of principals and assistant principals in each category to 25% will be available to volunteers. If there are more or fewer volunteers than openings, a lottery will be conducted in June.

All other principals and assistant principals will be evaluated using the Focused evaluation process.

4. For 2016-17, the following employees will be evaluated using the Comprehensive evaluation:
  - Principals and assistant principals in the first three consecutive school years of employment as a principal or assistant principal; and
  - Principals or assistant principals whose work is not judged satisfactory in their most recent evaluation; and
  - Principals or assistant principals previously employed as a principal or assistant principal by another school district in the State of Washington for three or more consecutive school years and in the first full year as a principal or assistant principal in Edmonds; and
  - The remaining 25% of principals and assistant principals who have not been evaluated under the Comprehensive evaluation process.

All other principals and assistant principals will be evaluated using the Focused evaluation process.

/Kimberlee Armstrong/	6/3/13
_____ For Edmonds Principals Association	_____ Date
/Debby L. Carter/	6/4/13
_____ For Edmonds School District No. 15	_____ Date