



# Balanced Superintendent Evaluation Process

**Tim Garchow**

**Assistant Executive Director of Member Services**

**Superintendent's Conference – Chelan 2025**

# Contract Provisions

## EVALUATION.

The Superintendent shall join with the Board in establishing specific goals, objectives and timelines, against which the performance of the Superintendent shall be measured and evaluated. The Superintendent shall work with the Board to mutually agree and develop these goals, objectives, and timelines, in writing, subsequent to June 1 and prior to October 1 of each year.

It is mutually agreed that the Superintendent's job performance will be formally evaluated pursuant to state law by the Board, with the results of this evaluation to be made known to the Superintendent. Any evaluation, as is required under state law, shall be evidence based and related to the goals mutually agreed to by the parties.

The Superintendent shall annually remind the Board of this duty by January 15.

# Traditional Evaluation Types



## Standards-Based

[Evaluation Framework](#)  
[Evidence Template](#)

## Outcomes-Based

[Evaluation Guide](#)  
[Academic Goal](#)  
[Evaluation Report Form](#)

# WA Superintendent Standards

**Mission, Vision, and Core Values** *(Standard 1)*

**Equity and Cultural Responsiveness** *(Standard 2)*

**Curriculum, Instruction, and Assessment** *(Standard 3)*

**Community of Care and Support for Students** *(Standard 4)*

**Professional Capacity of School Personnel** *(Standard 5)*

**Meaningful Engagement of Families and Community** *(Standard 6)*

**Operations and Management** *(Standard 7)*

**Collaboration with the Board** *(Standard 8)*

[Rubric: WA Superintendent Standards](#)



**VISION**



**ETHICS**



**COMMUNICATION**



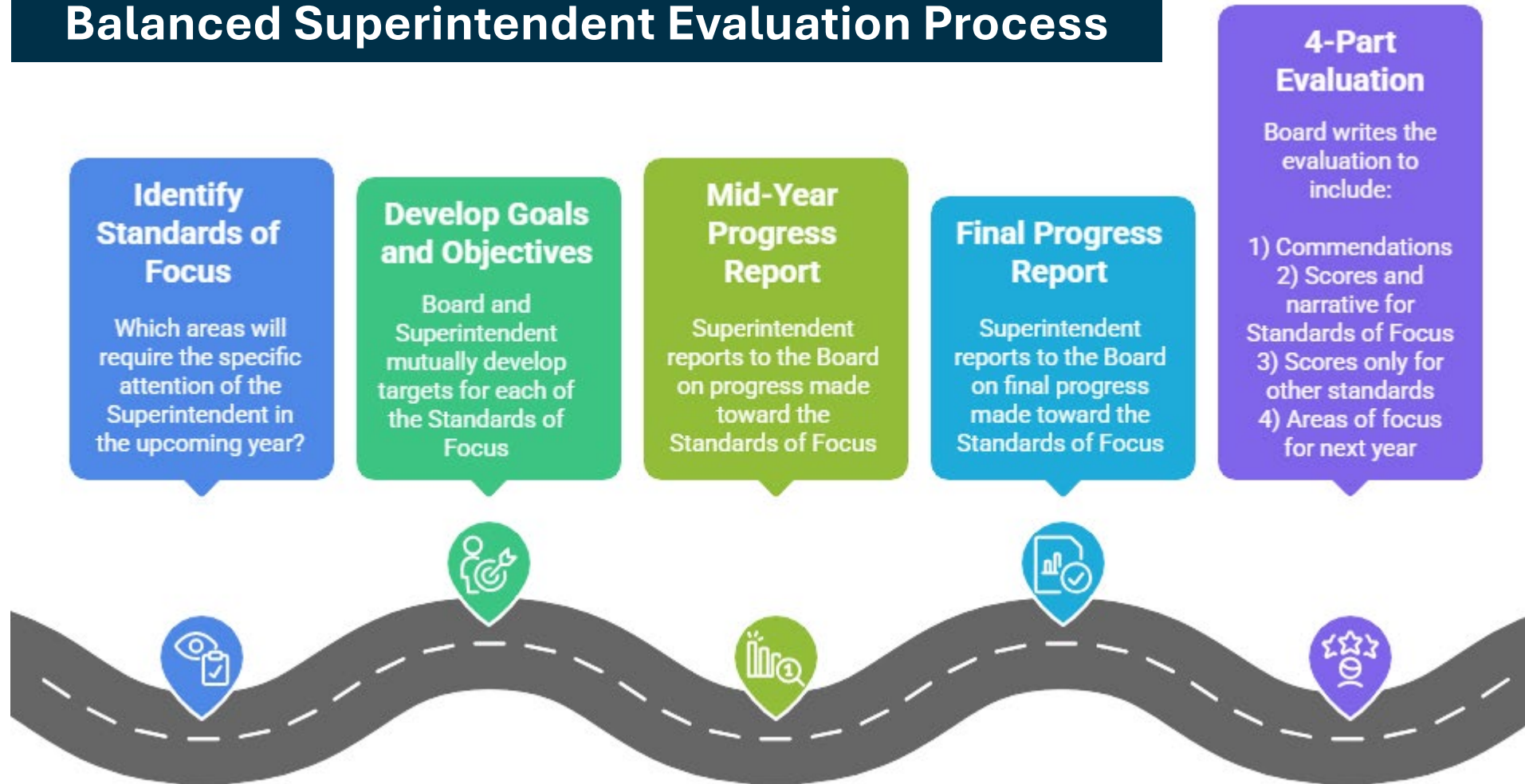
**COLLABORATION**



**INNOVATION**



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## Identify Standards of Focus

### Identify Standards of Focus

Which areas will  
require the specific  
attention of the  
Superintendent in  
the upcoming year?

**When:** Prior to the 1<sup>st</sup> day of the school year

**Who:** Board and Superintendent

The Board and Superintendent shall mutually identify three (3) **Standards of Focus** from the **WA Superintendent Standards**, that will require the Superintendent's additional attention during the upcoming school year, based on the current needs of the district.

While it is understood that the Superintendent will adhere to all eight (8) of the **WA Superintendent Standards**, these three (3) **Standards of Focus** *will be the areas where the Superintendent will gather and present evidence to the Board, and the Board will provide specific narrative in the final evaluation document.*



## Develop Goals and Objectives

### Develop Goals and Objectives

Board and Superintendent mutually develop targets for each of the Standards of Focus



**When:** Prior to the 1<sup>st</sup> day of the school year

**Who:** Board and Superintendent

For each of these three (3) ***Standards of Focus***, the Board and Superintendent shall mutually identify goals and objectives, aligned to the District's strategic plan, to be used for the purpose of evaluation.

At this time, the Board and Superintendent will also calibrate expectations regarding the types and quantity of evidence collection will be sufficient for the Superintendent to demonstrate progress toward each of the three (3) ***Standards of Focus***.

## Mid-Year Progress Report

### Mid-Year Progress Report

Superintendent  
reports to the Board  
on progress made  
toward the  
Standards of Focus



**When:** Prior to January 31<sup>st</sup>

**Who:** Superintendent

The Superintendent shall formally report to the Board the current efforts and progress made toward that year's ***Standards of Focus***. This report may include data, written or oral reports, samples of work products, or any other materials deemed necessary by the Superintendent, so long as the evidence collection is in alignment with the expectations agreed upon during the development of the goals and objectives.

The Board may choose to have an executive session to discuss the Mid-Year Progress report, and any informal comments or direction based on the report will be provided to the Superintendent within ten (10) days.



## Final Progress Report

### Final Progress Report

Superintendent reports to the Board on final progress made toward the Standards of Focus



**When:** Prior to May 15<sup>th</sup>

**Who:** Superintendent

The Superintendent shall provide an update to the Board on final progress made toward that year's ***Standards of Focus***. This report may include data, written or oral reports, samples of work products, or any other materials deemed necessary by the Superintendent, so long as the evidence collection is in alignment with the expectations agreed upon during the development of the goals and objectives.

The Board may choose to have an executive session to discuss the Final Progress report and to provide input for drafting the 4-Part Evaluation

## 4-Part Evaluation

Board writes the  
evaluation to  
include:

- 1) Commendations
- 2) Scores and  
narrative for  
Standards of Focus
- 3) Scores only for  
other standards
- 4) Areas of focus  
for next year



## 4-Part Evaluation

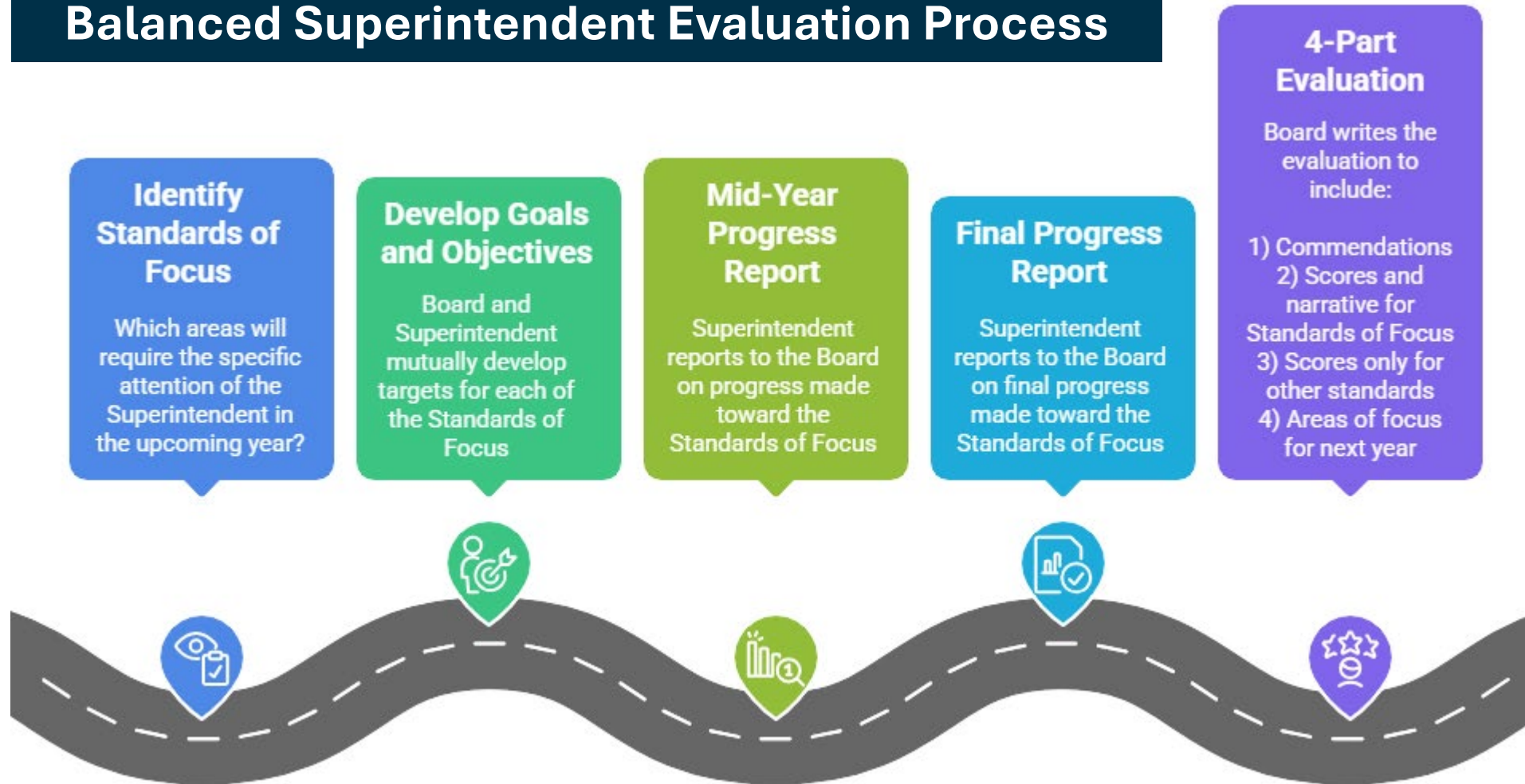
**When:** Prior to June 15<sup>th</sup>

**Who:** Board

The Board shall provide the Superintendent a formal evaluation to include:

1. A list of commendations outlining the Superintendent's areas of strength.
2. A score (*Unsatisfactory, Basic, Proficient, or Distinguished*) and a detailed narrative for each of the **Standards of Focus**.
3. A score (*Unsatisfactory, Basic, Proficient, or Distinguished*) for each of the other standards from the WA Superintendent Standards, that were not selected as a **Standards of Focus**. (For this section, a narrative is only necessary if the score is *Unsatisfactory or Basic*, and the Superintendent will have an opportunity to provide additional collection of evidence to address the score.)
4. A list of areas of focus for the next school year, that may be utilized in selecting the **Standards of Focus** for the following school year.

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It is mutually agreed that the Superintendent's performance will be formally evaluated pursuant to state law by the Board. The results of this evaluation to be made known to the Superintendent, as is required under state law, shall be evidence based and related to the goals agreed to by the parties.

The Superintendent shall annually remind the Board of this duty by January 15.

# Questions ?

**Tim Garchow**

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