



COMMONWEALTH of VIRGINIA
Department of Education

April 12, 2013

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

SUBJECT: Training Materials for the Implementation of Virginia's Principal Evaluation Guidelines

The Virginia Department of Education is pleased to announce additional resources now available to assist school divisions in aligning their current principal evaluation systems with the *Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals* approved by the Board of Education on February 23, 2012, and effective on July 1, 2013. These new resources "Training Materials for the Implementation of Virginia's *Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals*" may be found on the [Principal Performance and Evaluation](#) Web page on the Virginia Department of Education's Web site.

The *Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals* set forth seven performance standards for all Virginia principals. Pursuant to state law, principal evaluations must be consistent with the performance standards (objectives) included in the [Guidelines](#).

The training materials are intended to help school divisions align their current evaluation systems with the revised *Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals*. Additionally, the training materials provide practice in implementing a principal evaluation system that is aligned with the Guidelines through simulations and activities.

The *Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals* provide school divisions with a model evaluation system, including sample forms and templates that may be implemented "as is" or used to refine existing local principal evaluation systems. The *Code of Virginia* requires that school boards' procedures for evaluating principals address student academic progress. Virginia's *Elementary and Secondary Education Act of 1965* (ESEA) Flexibility Plan requires that effective in the 2013-2014 school year, student academic progress (standard 7) accounts for a total of 40 percent of the summative evaluation for principals as outlined in the Board approved *Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals*. In addition, a principal's evaluation must include an overall summative evaluation rating.

If you have any questions or need additional information, please contact Dr. Mark R. Allan, director of licensure and school leadership, via e-mail at Mark.Allan@doe.virginia.gov or telephone at (804) 371-2471.

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