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July 8, 2013

Colleagues,

On May 3, 2013, the Department provided District Superintendents and Superintendents with a memorandum that provided updates regarding Review Room, the online portal used for submitting applications for Annual Professional Performance Review (APPR) plans, and the new APPR Implementation Certification Form. This document also provided information about new resources to support school districts and BOCES as they revise their APPR plans for the 2013-2014 school year. A copy of the May 3, 2013 memorandum can be found on the Department's web site at: <http://usny.nysed.gov/rttt/teachers-leaders/docs/appr-and-review-room-memo-may-2013.pdf>.

APPR Data Collection and Reporting Timeline for the 2012-13 School Year These deadlines are the final State deadlines. Local level 1 centers will require earlier due dates to allow sufficient time for processing. Please see the table below for important upcoming deadlines.

Date	Event	Description/Information
July 12, 2013	Final submission of 2012-13 Regents exam scores to be used for State-provided growth score calculations for principal evaluation purposes	Districts must submit final 2012-13 Regents exams scores (including June 2013 records) to be used in principal evaluation growth score calculations.
August 2013	State Growth Score Distribution	State growth scores are distributed to districts for inclusion in 2012-13 teacher/leader evaluations.
August 27 – October 18, 2013	Final submission of 2012-13 evaluation composite ratings, composite scores, and subcomponent scores	LEAs will report 2012-13 evaluation composite ratings and subcomponent scores to the SIRS. All final and complete data, including scores for the Student Growth on State Assessments or Other Comparable Measures subcomponent, the Locally Selected Measures of Student Achievement subcomponent, and the Other Comparable Measures of Effectiveness subcomponent and the overall composite score for all applicable teachers and principals must be submitted to the Commissioner by October

<p>August 30, 2013</p>	<p>APPR Implementation Certification form due to APPRCERT@MAIL.NYS.ED.GOV</p>	<p>18, 2013.</p> <p>The APPR Implementation Certification form must be submitted by this date by districts and BOCES. This form is a required component in order to receive State aid for the 2013-14 school year. The form is one necessary component to demonstrate implementation of your approved APPR plan for the 2012-2013 school year. The APPR Implementation Certification Form must be signed by the Superintendent/District Superintendent and Board President and must also indicate the status of your district's or BOCES' APPR plan for the 2013-2014 school year. This form is located on the Department's web site at: http://usny.nysed.gov/rttt/teachers-leaders/appr-implementation-certification.html.</p>
<p>By September 1, 2013</p>	<p>APPR Plans must be approved by the Commissioner for the 2013-14 school year and APPR evaluation results from the 2012-13 school year must be provided to all educators</p>	<p>2012-13 APPR evaluations shall be completed and provided to teachers and principals. The entire evaluation must be completed and provided to each teacher and principal as soon as practicable, but in no case later than September 1, 2013.</p> <p>Districts must have an APPR plan for the 2013-2014 school year approved by the Commissioner. In the event that your 2013-2014 plan is not approved by the Commissioner by this date, pursuant to Education Law 3012-c(2)(1), your 2012-2013 plan will remain in effect until a subsequent plan is agreed to by the parties and approved by the Commissioner. If your district is not fully implementing your approved plan by September 1, 2013, your district will not be eligible to receive an increase in State aid for the 2013-2014 school year – this is not at the discretion of the Commissioner, but is a statutory requirement (see Section 1 of Part A of Chapter 57 of the Laws of 2013 and corresponding appropriation language in Chapter 53 of the Laws of 2013).</p>

October 25, 2013	Statement of Confirmation of 2012-13 Staff Evaluation Rating Verification Report(s) due to RIC Director/Big 5 Data Coordinator	This form is required to be signed by the LEA's certifying official who verifies that the data provided for review in the Staff Evaluation Rating Verification Report(s) generated by L2RPT.
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Reporting Requirements All public school districts and BOCES are required to submit 2012-13 school year data to the Student Information Repository System (SIRS) that include staff evaluation ratings used for APPR. Please share this information with personnel in your organization who have responsibility for data collection and reporting.

The Board of Regents approved the use of a value-added model as the State-provided growth subcomponent of APPR beginning in the 2014-2015 school year and an enhanced growth model for the 2012-13 and 2013-14 school years (for additional information, please review the Board of Regents item here:

<http://www.regents.nysed.gov/meetings/2013Meetings/June2013/613p12hea1.pdf>). As a result of this decision, for the 2012-2013 and 2013-2014 school years, the growth subcomponent of APPR will count for 20 points for all educators.

The table below summarizes the data elements that are required to be submitted via the Staff Evaluation Rating Template, exported from your local data systems for each teacher and principal.

Evaluation Category	Description
Overall Evaluation Rating Category	Report using the following codes: OC04 = highly effective, OC03 = effective, OC02 = developing, OC01 = ineffective. Code reported here must match the Total Composite Effectiveness Score reported.
Total Composite Effectiveness Score	Reported as a whole number from 0-100, using the following codes: OC04 = value from 91-100, OC03 = value from 75-90, OC02 = value from 65-74, OC01 = value from 0-64. Score reported here must match code reported for Overall Evaluation Rating Category.
Subcomponent Scores	<ul style="list-style-type: none"> • <u>State-growth or other comparable measures subcomponent score</u> <ul style="list-style-type: none"> ○ Reported as a whole number from 0-20, using code STATE20. • <u>Locally-selected measures subcomponent</u> <ul style="list-style-type: none"> ○ Reported as a whole number from 0-20, using code LOCAL20. • <u>Other measures subcomponent</u> <ul style="list-style-type: none"> ○ Reported as a whole number from 0-60, using the following codes OTHER01 = ineffective, OTHER02 = developing, OTHER03 = effective, OTHER04 = highly effective.

	Please see M32 of APPR Guidance for further information on the use of whole numbers:
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<http://www.engageny.org/sites/default/files/resource/attachments/appr-field-guidance.pdf>

If you have any questions about these technical data reporting requirements, please contact your RIC or Big 5 City School District data center or the Office of Information and Reporting Services at (518) 474-7965 or via email at dataquest@mail.nysed.gov. If you have any questions, would like to submit a material change request, or require technical assistance with your APPR plan, please contact educatoreval@mail.nysed.gov. Please also see our updated APPR Guidance for further information which is located on the Department web site at: <http://www.engageny.org/resource/guidance-on-new-york-s-annual-professional-performance-review-law-and-regulations>.

cc: Regional Information Center Directors
Big 5 Data Coordinators
Regional Information Center SIRS Project Managers

Sincerely,



Dr. Julia Rafal-Baer