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**-via email-**

**TO: New York State Charter School Leaders**

**FROM: Ken Slentz, Deputy Commissioner**

**DATE: July 23, 2013**

**SUBJECT: End of Year SIRS Submission Reminder**

All public schools must report and verify 2012-13 school year data. This memo serves as the final notice to public charter schools for one set of these data—summative teacher and principal evaluation ratings. All public charter schools are required to submit teacher and principal evaluation ratings in the 2012-2013 school year to the Student Information Repository System (SIRS) by October 18, 2013 following the guidance below. The Certification Form is due October 25, 2013. Please share this information with personnel in your organization who have responsibility for data collection and reporting.

### Reporting Requirements

**Required of All Public Charter Schools** The table below summarizes the data elements that **ALL** charter schools are required to be submitted via the Staff Evaluation Rating Template, exported from your local data systems for each teacher and principal:

<b>Evaluation Category</b>	<b>Description</b>
<b>Overall Evaluation Rating Category</b>	Reported as a number, using the following codes: OC04 = highly effective, OC03 = effective, OC02 = developing, OC01 = ineffective.  Charter schools that are not required to fully implement all elements of Education Law §3012-c must map their local evaluation rating categories to the State rating categories for State reporting purposes (i.e., highly effective, effective, developing, ineffective).

**If a Charter School is subject to the requirements of Education Law §3012-c because of its collective bargaining agreement and/or because of a federal or state grant program that is contingent upon compliance with Education Law §3012-c, then it must report the following data elements, in addition to the overall evaluation rating category (as described above):**

<b>Evaluation Category</b>	<b>Description</b>
<b>Total Composite Effectiveness Score</b>	Reported as a whole number from 0-100, using the following codes: OC04 = value from 91-100, OC03 = value from 75-90, OC02 = value

	<p>from 65-74, OC01 = value from 0-64.</p> <p>Score reported here must match code reported for Overall Evaluation Rating Category.</p>
<b>Subcomponent Scores</b>	<ul style="list-style-type: none"> <li>• <u>State-growth or other comparable measures subcomponent score</u> <ul style="list-style-type: none"> <li>○ Reported as a whole number from 0-20, using code STATE20.</li> </ul> </li> <li>• <u>Locally-selected measures of student achievement subcomponent</u> <ul style="list-style-type: none"> <li>○ Reported as a whole number from 0-20, using code LOCAL20.</li> </ul> </li> <li>• <u>Other measures of effectiveness subcomponent</u> <ul style="list-style-type: none"> <li>○ Reported as a whole number from 0-60, using the following codes OTHER01 = ineffective, OTHER02 = developing, OTHER03 = effective, OTHER04 = highly effective.</li> </ul> </li> </ul>

In addition to the data described above, charter schools were required to report data related to Regents exam scores and State-provided growth scores for high schools principals by July 12, 2013. At their June 2013 meeting, the Board of Regents approved the use of an enhanced growth model for the 2012-2013 and 2013-2014 school years and a value-added model for 2014-2015 school year (for additional information, please review the Board of Regents item here: <http://www.regents.nysed.gov/meetings/2013Meetings/June2013/613p12hea1.pdf>). At the same meeting, the Board of Regents approved use of the enhanced growth model for high school principals based on Regents exams. As a result of this decision, for the 2012-2013 school year, the Department will distribute State-provided growth scores for teachers in 4-8 ELA and/or Math and their building principals and high school principals with grades 9-12 sometime in August 2013.

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](mailto:dataquest@mail.nysed.gov).

For those public charter schools with approved APPR plans that have questions relating to making material change requests, or you need technical assistance with your APPR plan, please contact [educatoreval@mail.nysed.gov](mailto:educatoreval@mail.nysed.gov). For further reference please see the Department's May 2013 memo at: <http://www.p12.nysed.gov/irs/sirs/2012-13/2012-13-SIRS-Deadlines-final5-22-13.pdf> and our updated APPR Guidance located on the Department web site at: <http://www.engageny.org/resource/guidance-on-new-york-s-annual-professional-performance-review-law-and-regulations>.