

**Annual Professional Performance Review - Education Law §3012-d**

## Task 1. School District Information - Tasks 1.1, 1.2

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**Task 1) Disclaimers**

For guidance related to Annual Professional Performance Review plans, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

The Department will review the contents of each school district's/BOCES' Annual Professional Performance Review (APPR) plan as submitted using this online form, including required attachments, to determine if the plan rigorously complies with Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents. Department approval does not imply endorsement of specific educational approaches in a district's/BOCES' plan.

The Department reserves the right to request further information from a district/BOCES to monitor compliance with Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents. As such, each district/BOCES is required to keep detailed records on file for each section of the currently implemented APPR plan. Such detailed records must be provided to the Department upon request. The Department reserves the right to disapprove or require modification of a district's/BOCES' plan that does not rigorously adhere to the requirements of Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents.

The Department will not review any attachments other than those required in the online form. Any additional attachments supplied by the school district/BOCES are for informational purposes only for the teachers and principals reviewed under this APPR plan. Statements and/or materials in such additional attachments have not been approved and/or endorsed by the Department. However, the Department considers void any other signed agreements between and among parties in any form that prevent, conflict, or interfere with full implementation of the APPR plan approved by the Department. The Department also reserves the right to request further information from the school district/BOCES, as necessary, as part of its review of this plan.

If the Department reasonably believes through investigation, or otherwise, that statements made in this APPR plan are not true or accurate, it reserves the right to reject this plan at any time and/or to request additional information to determine the truth and/or accuracy of such statements.

**1.1) Assurances****Please check all of the boxes below**

- Assure that the content of this form represents the district's/BOCES' entire APPR plan and that the APPR plan is in compliance with Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents.
- Assure that a detailed version of the district's/BOCES' entire APPR plan is kept on file and that a copy of such plan will be provided to the Department upon request for review of compliance with Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents.
- Assure that this APPR plan will be posted on the district/BOCES website no later than September 10th of each school year, or within 10 days after the plan's approval by the Commissioner, whichever shall later occur.
- Assure that it is understood that this district's/BOCES' APPR plan will be posted in its entirety on the NYSED website following approval.

**1.2) Submission Status**

**Is this a first-time submission under Education Law §3012-d or the submission of material changes to an APPR plan approved pursuant to Education Law §3012-d?**

First-time submission under Education Law §3012-d

# Annual Professional Performance Review - Education Law §3012-d

Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.1 (Assurances), 2.2 (4-8 ELA/Math)

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## Task 2) Original Required Student Performance Subcomponent

For guidance on the Required subcomponent of the Student Performance category, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

*100% of the Student Performance category if only the Required subcomponent is used or at least 50% when used with the Optional subcomponent.*

(A) For a teacher whose course ends in a State-created or administered test for which there is a State-provided growth model and at least 50% of a teacher’s students are covered under the State-provided growth measure, such teacher shall have a State-provided growth score based on such model.

(B) For a teacher whose course does not end in a State-created or administered test or where less than 50% of the teacher’s students are covered by a State-provided growth measure, such teacher shall have a Student Learning Objective (SLO) developed and approved by his/her superintendent or another trained administrator, using a form prescribed by the Commissioner, consistent with the SLO process determined or developed by the Commissioner, that results in a student growth score; provided that, for any teacher whose course ends in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO.

### 2.1) Assurances

*Please note: NYS Grades 3-8 ELA/Math Assessments and State-provided growth scores cannot be used for the purposes of providing transition scores and ratings during the 2015-16 through 2018-19 school years, and should be used for advisory purposes only until the 2019-20 school year. Alternate SLOs to be used during the 2016-17 through 2018-19 transition period should be entered in Task 2 (Transition).*

**Please check the boxes below.**

- Assure that the growth score provided by NYSED will be used, where required.
- Assure that, starting in the 2019-20 school year, back-up SLOs will be set by the superintendent or another trained administrator for all 4-8 ELA and Math teachers in the event that a State-provided growth score cannot be generated for that teacher.
- For the 2019-20 school year and thereafter, for any grade/subject that requires a back-up SLO, but for which there are not enough students, not enough scores, or data issues that prevent a teacher-specific SLO from being created, the superintendent or another trained administrator shall develop a school-wide back-up SLO using available State/Regents assessments.
- Assure that, during the 2015-16 through 2018-19 school years, the results of the NYS Grades 3-8 ELA/Math assessments and State-provided growth scores will continue to be used to calculate an original score and rating for advisory purposes only.

### 2.2) Grades 4-8 ELA and Math: Assessments (Original)

#### STATE-PROVIDED MEASURES OF STUDENT GROWTH

For teachers in grades 4 - 8 Common Branch, ELA, and Math, NYSED will provide a growth score and rating. That rating will incorporate students' academic history compared to similarly academically achieving students and takes into consideration students with disabilities, English language learners, students in poverty, and, in the future, any other student-, classroom-, and school-level characteristics approved by the Board of Regents. While most teachers of 4-8 Common Branch, ELA and Math will have State-provided scores and ratings, some may teach other courses where there is no State-provided growth measure. Teachers with 50 – 100% of students covered by State-provided growth measures will receive a growth score and rating from the State for the full Student Performance category of their evaluation. Teachers with 0 – 49% of students covered by State-provided growth measures must have SLOs for the Student Performance category of their evaluation and one SLO must use the State-provided measure if applicable for any courses. (See APPR Guidance and SLO Guidance for more detail on teachers with State-provided growth measures and SLOs.)

For the 2019-20 school year and thereafter, for those teachers who would typically receive a State-provided growth score, the district/BOCES must also include a back-up SLO in the event that there are not enough students, not enough scores, or data issues that prevent a State-provided growth score from being calculated for that teacher.

**Using the drop-down boxes below, please select the assessment(s) that will be used for the back-up SLOs for the grade/subject listed beginning in the 2019-20 school year.**

|                  | Grade 4 ELA | Grade 4 Math |
|------------------|-------------|--------------|
| State Assessment | Grade 4 ELA | Grade 4 Math |

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.1 (Assurances), 2.2 (4-8 ELA/Math)

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|                  | <b>Grade 5 ELA</b> | <b>Grade 5 Math</b> |
|------------------|--------------------|---------------------|
| State Assessment | Grade 5 ELA        | Grade 5 Math        |

|                  | <b>Grade 6 ELA</b> | <b>Grade 6 Math</b> |
|------------------|--------------------|---------------------|
| State Assessment | Grade 6 ELA        | Grade 6 Math        |

|                                | <b>Grade 7 ELA</b> | <b>Grade 7 Math</b> |
|--------------------------------|--------------------|---------------------|
| State or Regents Assessment(s) | Grade 7 ELA        | Grade 7 Math        |

|                                | <b>Grade 8 ELA</b> | <b>Grade 8 Math</b>                  |
|--------------------------------|--------------------|--------------------------------------|
| State or Regents Assessment(s) | Grade 8 ELA        | Grade 8 Math and Common Core Algebra |

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.3 (3 ELA/Math), 2.4 (4/8 SCI)

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### 2.3) Grade 3 ELA and Math: Assessments (Original)

**STUDENT LEARNING OBJECTIVES: Courses Ending with State Assessments or Regents Exams**

For guidance on SLOs, see NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

SLOs are the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

**For grade 3 ELA and math; grades 4 and 8 science; high school math, science, and social studies courses associated with Regents exams or, in the future, with other State assessments, the following must be used as the evidence of student learning within the SLO for students taking such assessments:**

- State assessments (or Regents or Regent equivalents), *required if one exists*

**Using the drop-down boxes below, please select the assessment that will be used for the SLOs for the grade/subject listed.**

|                  | Grade 3 ELA | Grade 3 Math |
|------------------|-------------|--------------|
| State Assessment | Grade 3 ELA | Grade 3 Math |

### 2.4) Grades 4 and 8 Science: Assessments (Original)

**STUDENT LEARNING OBJECTIVES: Courses Ending with State Assessments or Regents Exams**

For guidance on SLOs, see NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

SLOs are the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

**For grade 3 ELA and math; grades 4 and 8 science; high school math, science, and social studies courses associated with Regents exams or, in the future, with other State assessments, the following must be used as the evidence of student learning within the SLO for students taking such assessments:**

- State assessments (or Regents or Regent equivalents), *required if one exists*

**Using the drop-down boxes below, please select the assessment(s) that will be used for the SLOs for the grade/subject listed.**

|                                | Grade 4 Science | Grade 8 Science |
|--------------------------------|-----------------|-----------------|
| State or Regents Assessment(s) | Common branch   | Grade 8 Science |

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.5, 2.6 (High School Courses)

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### 2.5) High School Courses Ending in a Regents Exam: Assessments (Original)

Note: Additional high school courses may be included in the “All Other Courses” section of this form (Task 2.10).

**STUDENT LEARNING OBJECTIVES: Courses Ending with State Assessments or Regents Exams**

For guidance on SLOs, see NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

SLOs are the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

**For grade 3 ELA and math; grades 4 and 8 science; high school math, science, and social studies associated with Regents exams or, in the future, with other State assessments, the following must be used as the evidence of student learning within the SLO for students taking such assessments:**

- State assessments (or Regents or Regent equivalents), *required if one exists*

**Using the drop-down boxes below, please select the assessment(s) that will be used for the SLOs for the grade/subject listed.**

|                    |                 |                   |
|--------------------|-----------------|-------------------|
|                    | <b>Global 2</b> | <b>US History</b> |
| Regents Assessment | Global 2        | US History        |

|                    |                           |                      |           |         |
|--------------------|---------------------------|----------------------|-----------|---------|
|                    | <b>Living Environment</b> | <b>Earth Science</b> | Chemistry | Physics |
| Regents Assessment | Living Environment        | Earth Science        | Chemistry | Physics |

|                       |                     |                      |                                |
|-----------------------|---------------------|----------------------|--------------------------------|
|                       | <b>Algebra I</b>    | <b>Geometry</b>      | <b>Algebra II/Trigonometry</b> |
| Regents Assessment(s) | Common Core Algebra | Common Core Geometry | Common Core Algebra II         |

### 2.6) High School English Language Arts Courses: Measures and Assessments (Original)

Note: Additional high school English Language Arts courses may be included in the “All Other Courses” section of this form (Task 2.10).

**STUDENT LEARNING OBJECTIVES: High School English Language Arts**

For guidance on SLOs, see NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

**For high school English Language Arts, the following must be used as the evidence of student learning within the SLO:**

- State assessments (or Regents or Regent equivalents), required in at least one year of high school English Language Arts

*For grade levels where the Regents exam is not used:*

- District-determined assessments from list of State-approved 3rd party assessments; or
- State-approved district, regionally or BOCES-developed course-specific assessments; or
- School- or program-wide, group, team, or linked results; or
- District- or BOCES-wide results

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.5, 2.6 (High School Courses)

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Using the table below, please select the measure and assessment(s) that will be used for SLOs for the grade/subject listed.

|        | Measure                         | State or Regents Assessment(s)  | Locally-Developed Course-Specific Assessment(s) | Third Party Assessment(s) |
|--------|---------------------------------|---|---|---------------------------|
| 9 ELA  | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| 10 ELA | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| 11 ELA | Teacher-specific results        | <input type="checkbox"/> Common Core English  |   |                           |
| 12 ELA | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |

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Task 2. Original Student Performance - Required (Teachers) - Original Task 2.7 (K-2 ELA/Math)

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**2.7)Grades K-2 ELA and Math: Measures and Assessments (Original)**

**STUDENT LEARNING OBJECTIVES: Courses without State Assessments or Regents Exams**

For guidance on SLOs, see NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

**For other grades/subjects: district-determined assessments from options below may be used as evidence of student learning within the SLO:**

- District-determined assessments from list of State-approved 3rd party assessments; or
- State-approved district, regionally or BOCES-developed course-specific assessments; or
- School- or program-wide, group, team, or linked results; or
- District- or BOCES-wide results

**Using the table below, please select the measure and assessment(s) that will be used for SLOs for the grade/subject listed.**

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Task 2. Original Student Performance - Required (Teachers) - Original Task 2.7 (K-2 ELA/Math)

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|        | Measure                         | State or Regents Assessment(s)  | Locally-Developed Course-Specific Assessment(s) | Third Party Assessment(s) |
|--------|---------------------------------|---|---|---------------------------|
| K ELA  | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| K Math | District- or BOCES-wide results | <input type="checkbox"/> Grade 8 Math<br><input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History    |   |                           |
| 1 ELA  | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| 1 Math | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| 2 ELA  | District- or BOCES-wide results | <input type="checkbox"/> Grade 8 Math<br><input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History    |   |                           |
| 2 Math | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics  |   |                           |



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Task 2. Original Student Performance - Required (Teachers) - Original Task 2.7 (K-2 ELA/Math)

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|  |  |                                     |  |  |
|--|--|-------------------------------------|--|--|
|  |  | <input type="checkbox"/> US History |  |  |
|--|--|-------------------------------------|--|--|

**Annual Professional Performance Review - Education Law §3012-d**

Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.8 (6-8 SCI/SS) 2.9 (Global 1)

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**2.8)Grades 6-7 Science and Grades 6-8 Social Studies: Measures and Assessments (Original)**

**STUDENT LEARNING OBJECTIVES: Courses without State Assessments or Regents Exams**

For guidance on SLOs, see NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

**For other grades/subjects: district-determined assessments from options below may be used as evidence of student learning within the SLO:**

- District-determined assessments from list of State-approved 3rd party assessments; or
- State-approved district, regionally or BOCES-developed course-specific assessments; or
- School- or program-wide, group, team, or linked results; or
- District- or BOCES-wide results

**Using the table below, please select the measure and assessment(s) that will be used for SLOs for the grade/subject listed.**

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.8 (6-8 SCI/SS) 2.9 (Global 1)

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|                  | Measure                         | State or Regents Assessment(s)  | Locally-Developed Course-Specific Assessment(s) | Third Party Assessment(s) |
|------------------|---------------------------------|---|---|---------------------------|
| 6 Science        | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| 7 Science        | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| 6 Social Studies | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| 7 Social Studies | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| 8 Social Studies | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science  |   |                           |

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.8 (6-8 SCI/SS) 2.9 (Global 1)

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|  |  |   |  |
|--|--|---|--|
|  |  | <input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |  |
|--|--|---|--|

**2.9) Regents Global Studies 1: Measure and Assessment(s) (Original)**

Note: Additional high school social studies courses may be included in the “All Other Courses” section of this form (Task 2.10).

**STUDENT LEARNING OBJECTIVES: Courses without State Assessments or Regents Exams**

For guidance on SLOs, see NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

**For other grades/subjects: district-determined assessments from options below may be used as evidence of student learning within the SLO:**

- District-determined assessments from list of State-approved 3rd party assessments; or
- State-approved district, regionally or BOCES-developed course-specific assessments; or
- School- or program-wide, group, team, or linked results; or
- District- or BOCES-wide results

**Using the table below, please select the measure and assessment(s) that will be used for SLOs for Global Studies**

1.

|          | Measure                         | State or Regents Assessment(s)  | Locally-Developed Course-Specific Assessment(s) | Third Party Assessment(s) |
|----------|---------------------------------|---|---|---------------------------|
| Global 1 | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.10 (Other Courses), 2.11-2.14

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**2.10) All Other Courses (Original)**

**STUDENT LEARNING OBJECTIVES: Courses without State Assessments or Regents Exams**

For guidance on SLOs, see NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

**For other grades/subjects: district-determined assessments from options below may be used as evidence of student learning within the SLO:**

- District-determined assessments from list of State-approved 3rd party assessments; or
- State-approved district, regionally or BOCES-developed course-specific assessments; or
- School- or program-wide, group, team, or linked results; or
- District- or BOCES-wide results

**Fill in the following, as applicable, for all other teachers in additional grades/subjects that have SLOs** (you may combine into one course listing any groups of teachers for whom the measure and assessment(s) are the same including, for example, "All courses not named above"):

- **Column 1: lowest grade that corresponds to the course**
- **Column 2: highest grade that corresponds to the course**
- **Column 3: subject of the course**
- **Column 4: measure used**
- **Columns 5-6: assessment(s) used**

*Follow the examples below to list other courses.*

|                               | (1) lowest grade | (2) highest grade | (3) subject                 | (4) measure   | (5-6) assessment(s)                      |
|-------------------------------|------------------|-------------------|-----------------------------|---|--|
| All Other Courses             | K                | 12                | All courses not named above | District- or BOCES-wide results                         | Common Core English, Common Core Algebra |
| K-3 Art                       | K                | 3                 | Art                         | Teacher-specific results                                | Questar III BOCES                        |
| Grades 9-12 English Electives | 9                | 12                | English Electives           | School- or program-wide, group, team, or linked results | All Regents given in building/district   |

**To add additional courses, click "Add Row".**

| Grade From | Grade To | Subject                     | Measure                         | State or Regents Assessment(s)  | Locally-developed Course-Specific Assessment(s) | Third Party Assessment(s) |
|------------|----------|-----------------------------|---------------------------------|---|---|---------------------------|
| K          | 12       | All courses not named above | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |

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| Highly Effective |        |        | Effective |        |        | Developing |        | Ineffective |        |        |        |        |        |        |        |        |        |       |      |      |
|------------------|--------|--------|-----------|--------|--------|------------|--------|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------|------|------|
| 20               | 19     | 18     | 17        | 16     | 15     | 14         | 13     | 12          | 11     | 10     | 9      | 8      | 7      | 6      | 5      | 4      | 3      | 2     | 1    | 0    |
| 97-100%          | 93-96% | 90-92% | 85-89%    | 80-84% | 75-79% | 67-74%     | 60-66% | 55-59%      | 49-54% | 44-48% | 39-43% | 34-38% | 29-33% | 25-28% | 21-24% | 17-20% | 13-16% | 9-12% | 5-8% | 0-4% |

2.12) Teachers with More Than One Growth Measure (Original)

For more information on teachers with more than one growth measure, please see NYSED APPR Guidance and NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

If educators have more than one State-provided growth score and rating, those scores and ratings will be combined into one 0-20 score and HEDI rating for the Required Student Performance subcomponent provided by the Department. (Examples: Common branch teacher with State-provided growth measures for both ELA and Math in grade 4; middle school math teacher with both 7th and 8th grade math courses.)

If educators have more than one SLO (or a State-provided growth measure and an SLO), the measures will each earn a score from 0-20 points which districts/BOCES must weight proportionately based on the number of students in each SLO (or in the State-provided growth measure and the SLO).

2.13) Assurances

For guidance on SLOs and the development of back-up SLOs, please see NYSED APPR Guidance and SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

Please check the boxes below.

- Assure that the teacher has an SLO or a back-up SLO, where applicable, consistent with the goal setting process developed by the Commissioner that results in a student growth score.
- Assure that all growth targets represent a minimum of one year of expected growth, as determined by the superintendent or another trained administrator. Such targets, as determined by the superintendent or another trained administrator, may only take the following characteristics into account: poverty, students with disabilities, English language learner status and prior academic history.
- Assure that all growth targets are approved by the superintendent or another trained administrator.
- Assure that any disagreement between parties regarding the content of the SLO, including the growth target, will be resolved by the superintendent or another trained administrator.
- Assure that if a teacher's SLO is based on a small n size population and the district/BOCES chooses not to use the HEDI scoring bands listed in task 2.11, then the teacher's 0-20 score and HEDI rating will be determined using the HEDI scoring bands specified by the Department in APPR Guidance.
- Assure that processes are in place for the superintendent to monitor SLOs.
- Assure that the final Student Performance category rating for each teacher will be determined using the weights and growth parameters specified in Subpart 30-3 of the Rules of the Board of Regents and the approved APPR plan.

2.14) Use of the Optional Subcomponent and Student Performance Category Weighting

- If the Optional subcomponent is not used, the Required subcomponent will comprise 100% of the Student Performance category.
- If the Optional subcomponent is used, the Required subcomponent must comprise at least 50% of the Student Performance category.

Please indicate if the Optional subcomponent will be used by making the appropriate selection below.

NO, the Optional subcomponent WILL NOT be used; the Required subcomponent will comprise 100% of the Student Performance category.

## Annual Professional Performance Review - Education Law §3012-d

### Task 2. Transition Student Performance - Required (Teachers) - Task 2 Alternate SLOs

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#### Task 2) Required Student Performance Subcomponent (Transition Period, 2016-17 through 2018-19)

*The measures indicated in this section only apply during the 2016-17 through 2018-19 school years.*

For guidance on the Required subcomponent of the Student Performance category, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

For guidance on the use of alternate SLOs during the transition period, see: <https://www.engageny.org/resource/guidance-on-new-york-s-annual-professional-performance-review-law-and-regulations>.

**100% of the Student Performance category if only the Required subcomponent is used or at least 50% when used with the Optional subcomponent.**

(A) For a teacher whose course ends in a State-created or administered test for which there is a State-provided growth model and at least 50% of a teacher's students are covered under the State-provided growth measure, such teacher shall have a State-provided growth score based on such model.

(B) For a teacher whose course does not end in a State-created or administered test or where less than 50% of the teacher's students are covered by a State-provided growth measure, such teacher shall have a Student Learning Objective (SLO) developed and approved by his/her superintendent or another trained administrator, using a form prescribed by the Commissioner, consistent with the SLO process determined or developed by the Commissioner, that results in a student growth score; provided that, for any teacher whose course ends in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO.

**During the 2016-17 through 2018-19 school years, pursuant to the requirements of §30-3.17 of the Rules of the Board of Regents, grades 3-8 NYS ELA/math assessments and any State-provided growth scores may only be used for advisory purposes and may not be used for the purpose of calculating transition scores and ratings.**

If grades 3-8 ELA/math State assessments and any State-provided growth scores are the entirety of the Student Performance category, districts/BOCES must also develop an alternate SLO based on assessments that are not grade 3-8 ELA/math State assessments and/or on State-provided growth scores for the Required subcomponent of the Student Performance category during the transition to higher standards through new State assessments aligned to revised learning standards and a revised State-approved growth model.

#### 2.2-2.10) Alternate SLOs (Transition Period, 2016-17 through 2018-19)

**Using the table below, please first select a measure and assessment(s) that will be used for the alternate SLO during the 2016-17 through 2018-19 school years, then indicate the applicable courses.**

| Measure                         | State or Regents Assessment(s)  | Locally-Developed Course-Specific Assessment(s) | Third Party Assessment(s) | Applicable Course(s)   |
|---------------------------------|---|---|---------------------------|--|
| District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           | <input type="checkbox"/> 3 ELA<br><input type="checkbox"/> 3 Math<br><input type="checkbox"/> 4 ELA<br><input type="checkbox"/> 4 Math<br><input type="checkbox"/> 5 ELA<br><input type="checkbox"/> 5 Math<br><input type="checkbox"/> 6 ELA<br><input type="checkbox"/> 6 Math<br><input type="checkbox"/> 7 ELA<br><input type="checkbox"/> 7 Math<br><input type="checkbox"/> 8 ELA<br><input type="checkbox"/> 8 Math |

#### 2.11) HEDI Scoring Bands

|                  |           |            |             |
|------------------|-----------|------------|-------------|
| Highly Effective | Effective | Developing | Ineffective |
|------------------|-----------|------------|-------------|

**Annual Professional Performance Review - Education Law §3012-d**

Task 2. Transition Student Performance - Required (Teachers) - Task 2 Alternate SLOs

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|         |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |        |       |      |      |
|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------|------|------|
| 20      | 19     | 18     | 17     | 16     | 15     | 14     | 13     | 12     | 11     | 10     | 9      | 8      | 7      | 6      | 5      | 4      | 3      | 2     | 1    | 0    |
| 97-100% | 93-96% | 90-92% | 85-89% | 80-84% | 75-79% | 67-74% | 60-66% | 55-59% | 49-54% | 44-48% | 39-43% | 34-38% | 29-33% | 25-28% | 21-24% | 17-20% | 13-16% | 9-12% | 5-8% | 0-4% |

**2.12) Teachers with More Than One Growth Measure (Transition)**

For more information on teachers with more than one growth measure, please see NYSED APPR Guidance and NYSED SLO

Guidance: <https://www.engageny.org/resource/appr-3012-d>.

If educators have more than one alternate SLO, the measures will each earn a score from 0-20 points which districts/BOCES must weight proportionately based on the number of students in each SLO.



## Annual Professional Performance Review - Education Law §3012-d

Task 3.1. Optional Subcomponent Use (Teachers) - Task 3.1 (Subcomponent Use and Weighting)

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### Task 3) Optional Student Performance Subcomponent

For guidance on the Optional subcomponent of the Student Performance measure, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

*Up to 50% of Student Performance category, if selected.*

Such second measure shall apply in a consistent manner, to the extent practicable, across all classrooms in the same grade/subject in the district/BOCES and be either:

(A) a second State-provided growth score on a State-created or administered test, provided that the State-provided growth measure is different than that used in the Required subcomponent, or

(B) a growth score based on a State-designed supplemental assessment, calculated using a State-provided or approved growth model.

### 3.1) Use of the Optional Subcomponent of the Student Performance Category

**Please indicate if the Optional subcomponent will be used by making the appropriate selection below.**

NO, the Optional subcomponent WILL NOT be used in the Student Performance category for any teacher.

# Annual Professional Performance Review - Education Law §3012-d

## Task 4. Teacher Observation Category - Tasks 4.1-4.6

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For guidance on the Teacher Observation category, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

### 4.1) Teacher Practice Rubric

Select a teacher practice rubric from the menu of State-approved rubrics to assess performance based on the observable NYS Teaching Standards.

| Rubric Name   | If more than one rubric is utilized, please indicate the group(s) of teachers each rubric applies to. |
|---|---|
| Danielson's Framework for Teaching (2011 Revised Edition) | (No Response)   |

### 4.2) Assurances

Please check all of the boxes below.

- Assure that all observable NYS Teaching Standards/Domains of the selected practice rubric are assessed at least once a year across the total number of annual observations.
- Assure that the process for assigning points for the Teacher Observation category will be in compliance with the locally-determined subcomponent weights and overall Observation category score and rating based on the constraints prescribed by the Commissioner in Subpart 30-3 of the Rules of the Board of Regents.
- Assure that the same rubric(s) is used for all classroom teachers in a grade/subject across the district/BOCES, provided that districts/BOCES may locally determine whether to use different rubrics for teachers who teach different grades and/or subjects during the school year.
- Assure that the same rubric(s) is used for all observations of a classroom teacher across the observation types in a given school year.

### 4.3) Process for Weighting Rubric Domains/Subcomponents

For guidance on the Teacher Observation category, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

Please describe the process for weighting the observable domains/subcomponents of the chosen practice rubric (e.g., All observable components will be weighted equally and averaged).

All observable components will be weighted equally and averaged.

### 4.4) Calculating Observation Ratings

#### Assurances

Please check the boxes below.

- Assure that each set of observations (by supervisor/other trained administrator, independent, or peer) will be completed using the selected practice rubric, producing an overall score between 1 and 4. The overall weighted observation score will then be converted into a HEDI rating using the ranges indicated below.
- Assure that once all observations are complete, the different types of observations will be combined using a weighted average consistent with the weights specified in task 4.5 below, producing an overall Observation category score between 0 and 4. In the event that a teacher earns a score of 1 on all rated components of the practice rubric across all observations, a score of 0 will be assigned.

Please also check the boxes below.

- Assure that if the district is granted an annual Rural/Single Building District Independent Evaluator Hardship Waiver by the Department, the second observation(s) shall be conducted by one or more evaluators selected and trained by the district, who are different than the evaluator(s) who conducted the observation(s) required to be performed by the principal/supervisor or other trained administrator. See Section 30-3.4(d)(2)(i)(b)(1) of the Rules of the Board of Regents.
- Assure that if the district/BOCES is granted an annual Undue Burden Independent Evaluator Hardship Waiver by the Department, the terms of such waiver shall apply for the school year during which the waiver is effective; and, that in any school year for which there is an approved waiver and such waiver contains information that conflicts with the information provided in Task 4 of the district's/BOCES' approved §3012-d APPR plan, the provisions of the approved waiver will apply. See Section 30-3.4(d)(2)(i)(b)(2) of the Rules of the Board of Regents.

Annual Professional Performance Review - Education Law §3012-d

Task 4. Teacher Observation Category - Tasks 4.1-4.6

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Teacher Observation Scoring Bands

|          | Overall Observation Category Score and Rating |              |
|----------|---|--------------|
|          | Minimum                                       | Maximum      |
| <b>H</b> | 3.5 to 3.75                                   | 4.0          |
| <b>E</b> | 2.5 to 2.75                                   | 3.49 to 3.74 |
| <b>D</b> | 1.5 to 1.75                                   | 2.49 to 2.74 |
| <b>I</b> | 0   | 1.49 to 1.74 |

HEDI Ranges

Using the dropdown menus below, please indicate the locally-determined rubric scoring ranges based on the constraints prescribed by the Commissioner in Subpart 30-3 of the Rules of the Board of Regents for each of the rating categories.

|                   | Minimum Rubric Score | Maximum Rubric Score |
|-------------------|----------------------|----------------------|
| Highly Effective: | 3.50                 | 4.00                 |

|            | Minimum Rubric Score | Maximum Rubric Score |
|------------|----------------------|----------------------|
| Effective: | 2.50                 | 3.49                 |

|             | Minimum Rubric Score | Maximum Rubric Score |
|-------------|----------------------|----------------------|
| Developing: | 1.50                 | 2.49                 |

|              | Minimum Rubric Score | Maximum Rubric Score |
|--------------|----------------------|----------------------|
| Ineffective: | 0.00                 | 1.49                 |

4.5) Teacher Observation Subcomponent Weighting

Required Subcomponents:

- Observations by Principal(s) or Other Trained Administrators: At least 80% of the Teacher Observation category score
- Observations by Impartial Independent Trained Evaluator(s)\*: At least 10%, but no more than 20%, of the Teacher Observation category score

Optional Subcomponent:

- Observations by Trained Peer Observer(s): No more than 10% of the Teacher Observation category score when selected

Please be sure the total of the weights indicated equals 100%.

\* If the district is granted an annual Independent Evaluator Hardship Waiver by the Department, this subcomponent will be satisfied through the use of one or more evaluators selected and trained by the district, who are different than the evaluator(s) who conducted the observation(s) required to be performed by the principal/supervisor or other trained administrator.

Please indicate the weighting of each subcomponent and be sure the total of the weights indicated equals 100%.

Annual Professional Performance Review - Education Law §3012-d

Task 4. Teacher Observation Category - Tasks 4.1-4.6

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| Required - Principal/<br>Administrator | Required - Independent<br>Evaluator(s) | Optional - Peer Observer(s) | Grades and subjects for which<br>Peer Observers will be used |
|--|--|-----------------------------|--|
| 80%                                    | 20%                                    | N/A                         | (No Response)  |

4.6) Assurances

Please check all of the boxes below.

- Assure that independent evaluator(s) are not employed in the same school building, as defined by BEDS code, as the teacher(s) they are evaluating.
- Assure that, if observations are being conducted by trained peer observer(s), these teacher(s) received an overall rating of Effective or Highly Effective in the previous school year.
- Assure that the following elements will not be used in calculating a teacher's Observation category score and rating: evidence of student development and performance derived from lesson plans, other artifacts of teacher practice, and student portfolios, except for student portfolios measured by a State-approved rubric where permitted by the Department; use of an instrument for parent or student feedback; use of professional goal-setting as evidence of teacher effectiveness. Consistent with Subpart 30-3 of the Rules of the Board of Regents, assure that points shall not be allocated based on any artifacts, unless such artifact constitutes evidence of an otherwise observable rubric subcomponent.
- Assure that the length of all observations for teachers will be conducted pursuant to the locally-determined durations.
- Assure that independent evaluator(s) will be trained and selected by the district/BOCES.
- Assure that peer observer(s), as applicable, will be trained and selected by the district/BOCES.
- Assure that at least one of the required observations will be unannounced.

4.7) Number and Method of Observations

Indicate the minimum number of unannounced and announced observations for each type of observer, as well as the method of observation, in the tables below.

Tenured Teachers

|             | Required - Principal/<br>Administrator:<br>Minimum<br>observations | Required - Principal/<br>Administrator:<br>Observation<br>method | Required - Independent<br>Evaluator(s):<br>Minimum<br>observations | Required - Independent<br>Evaluator(s):<br>Observation<br>method | Optional - Peer<br>Observer(s):<br>Minimum<br>observations | Optional - Peer<br>Observer(s):<br>Observation<br>method |
|-------------|--|--|--|--|--|--|
| Unannounced | 0  | N/A  | 1  | In person  | 0  | N/A  |
| Announced   | 1  | In person  | 0  | N/A  | 0  | N/A  |

Probationary Teachers

|             | Required - Principal/<br>Administrator:<br>Minimum<br>observations | Required - Principal/<br>Administrator:<br>Observation<br>method | Required - Independent<br>Evaluator(s):<br>Minimum<br>observations | Required - Independent<br>Evaluator(s):<br>Observation<br>method | Optional - Peer<br>Observer(s):<br>Minimum<br>observations | Optional - Peer<br>Observer(s):<br>Observation<br>method |
|-------------|--|--|--|--|--|--|
| Unannounced | 0  | N/A  | 1  | In person  | 0  | N/A  |
| Announced   | 1  | In person  | 0  | N/A  | 0  | N/A  |

Annual Professional Performance Review - Education Law §3012-d

Task 5. Overall Scoring (Teachers) - Tasks 5.1-5.3

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For guidance on APPR scoring, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

5.1) Scoring Ranges

**Student Performance**

HEDI ratings must be assigned based on the point distribution below.

**Teacher Observation**

HEDI ratings must be assigned based on locally-determined ranges consistent with the constraints listed below.

|          | Overall Student Performance Category Score and Rating |         |          | Overall Observation Category Score and Rating |              |
|----------|---|---------|----------|---|--------------|
|          | Minimum   | Maximum |          | Minimum                                       | Maximum      |
| <b>H</b> | 18  | 20      | <b>H</b> | 3.5 to 3.75                                   | 4.0          |
| <b>E</b> | 15  | 17      | <b>E</b> | 2.5 to 2.75                                   | 3.49 to 3.74 |
| <b>D</b> | 13  | 14      | <b>D</b> | 1.5 to 1.75                                   | 2.49 to 2.74 |
| <b>I</b> | 0   | 12      | <b>I</b> | 0   | 1.49 to 1.74 |

5.2) Scoring Matrix for the Overall Rating

|                              |                      | Teacher Observation Category |               |                |                 |
|------------------------------|----------------------|------------------------------|---------------|----------------|-----------------|
|                              |                      | Highly Effective (H)         | Effective (E) | Developing (D) | Ineffective (I) |
| Student Performance Category | Highly Effective (H) | H                            | H             | E              | D               |
|                              | Effective (E)        | H                            | E             | E              | D               |
|                              | Developing (D)       | E                            | E             | D              | I               |
|                              | Ineffective (I)      | D*                           | D*            | I              | I               |

\* If a teacher is rated Ineffective on the Student Performance category, and a State-designed supplemental assessment was included as an Optional subcomponent of the Student Performance category, the teacher can be rated no higher than Ineffective overall (see Education Law §3012-d (5)(a) and (7)).

5.3) Assurances

Please check all of the boxes below.

- Assure that each subcomponent and category score and rating and the Overall rating will be calculated pursuant to the requirements specified in Subpart 30-3 of the Rules of the Board of Regents.
- Assure that it is possible to obtain a zero in each subcomponent.
- Assure the overall rating determination for a teacher shall be determined according to the evaluation matrix.
- Assure that a student will not be instructed, for two consecutive school years, by any two teachers of the same subject in the same school district who have received Ineffective ratings under Education Law §3012-d in the year immediately prior to the school year in which the student is placed in the teacher's classroom unless the district has received a waiver from the Department.

**Annual Professional Performance Review - Education Law §3012-d**

## Task 6. Additional Requirements (Teachers) - Tasks 6.1-6.9

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For more information on the additional requirements for teachers, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

**6.1) Assurances: Teacher Improvement Plans**

**Please check all of the boxes below.**

- Assure that the district/BOCES will formulate and commence implementation of a Teacher Improvement Plan (TIP) for all teachers who receive a Developing or Ineffective rating by October 1 following the school year for which such teacher's performance is being measured or as soon as practicable thereafter.
- Assure that TIP plans developed and implemented by the superintendent or his/her designee, in the exercise of their pedagogical judgment, and subject to collective bargaining to the extent required under article 14 of the Civil Service Law shall include: identification of needed areas of improvement, a timeline for achieving improvement, the manner in which the improvement will be assessed, and, where appropriate, differentiated activities to support a teacher's improvement in those areas.

**6.2) Attachment: Teacher Improvement Plan Forms**

All TIP plans developed and implemented by the superintendent or his/her designee, in the exercise of his/her pedagogical judgment, must include:

- 1) identification of needed areas of improvement;
- 2) a timeline for achieving improvement;
- 3) the manner in which the improvement will be assessed; and, where appropriate,
- 4) differentiated activities to support a teacher's improvement in those areas.

**As a required attachment to this APPR plan, upload the TIP forms that are used in the school district/BOCES.**

appr\_62\_tip\_pp\_467480249-FFCS TIP teacher template - All.docx

**6.3) Assurance: Appeals**

**Please check the box below.**

- Assure the district/BOCES has collectively bargained appeal procedures that are consistent with the regulations and that they provide for the timely and expeditious resolution of an appeal.

**6.4) Appeals**

Pursuant to Education Law §3012-d, a teacher may only challenge the following in an appeal to their district/BOCES:

- (1) the substance of the annual professional performance review; which shall include the following:
  - (i) in the instance of a teacher rated Ineffective on the Student Performance category, but rated Highly Effective on the Observation category based on an anomaly, as determined locally;
- (2) the school district's/BOCES' adherence to the standards and methodologies required for such reviews, pursuant to Education Law §3012-d; and
- (3) the adherence to the regulations of the Commissioner and compliance with any applicable locally negotiated procedures, as well as the school district's/BOCES' issuance and/or implementation of the terms of the teacher or principal improvement plan, as required under Education Law §3012-d.

**Annual Professional Performance Review - Education Law §3012-d**

## Task 6. Additional Requirements (Teachers) - Tasks 6.1-6.9

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**Describe the procedure for ensuring that appeals of annual performance evaluations will be handled in a timely and expeditious way.****Appeal Procedures**

The appeals process will be timely and expeditious in accordance with education law 3012d.

- The following shall apply to the appeals of the annual performance reviews and/or the issuance or implementation of improvement plans:

**1. Definitions**

For purposes of this Agreement, the terms are defined as follows:

“Performance review” shall mean a teacher’s annual professional performance review required by provisions of Education Law 3012-d, rules promulgated by the Board of Regents, regulations promulgated by the Commissioner of Education, relating to teacher evaluation, such statutes and/or regulation;

“Highly effective,” “effective,” “developing” and “ineffective” shall have the same meaning given to those terms in provisions of Education Law 3012-d, rules promulgated by the Board of Regents, regulations promulgated by the Commissioner of Education, relating to teacher evaluation, such statutes and/or regulation; and

“Days” shall mean school days.

**2. Right to Appeal**

A teacher may appeal his or her annual professional performance review and the School District’s issuance and/or implementation of a legally required improvement plan in accordance with provisions of Education Law 3012-d, rules promulgated by the Board of Regents, regulations promulgated by the Commissioner of Education, relating to teacher evaluation, such statutes and/or regulation. Such procedures and conditions constitute the exclusive means for initiating, reviewing and resolving any and all challenges and appeals related to a teacher’s performance review and/or improvement plan.

**3. Scope of Performance Appeals**

1. Only tenured teachers who receive a rating of “developing” or “ineffective” on their APPR rating may appeal his or her performance review. Ratings of “effective” and “highly effective” may not be appealed. A teacher may file only one appeal from a single APPR, however there may be more than one ground cited for the appeal. Those eligible for an appeal shall simply be referred to as “teacher” below. Probationary teachers may only submit a written response to any APPR rating which shall be filed with the APPR. “APPR” and “evaluation” are used interchangeably herein.
2. Pursuant to Education Law §3012-d teacher may only challenge the following in an appeal:
  - The substance of the APPR, which includes a teacher being rated ineffective on the student performance category but rated highly effective on the observation/school visit category based on an anomaly, as determined locally;
  - The district’s adherence to the standards and methodologies required for such reviews, pursuant to Education Law §3012-d and the Regulations;
  - 
  - Adherence to the Regulations and compliance with locally negotiated procedures; and
  - 
  - The district’s issuance and/or implementation of the terms of the teacher and/or principal improvement plan under Education Law §3012-d.
  - 
  - A teacher may not file multiple appeals regarding the same performance review. All grounds for appealing a particular performance review must be raised within the same appeal. Any grounds not raised at the time the appeal is filed shall be deemed waived.

**4. Timelines for the Commencement of an Appeal**

- Appeals concerning a teacher’s performance review must be filed no later than fifteen (15) days from the date when the teacher receives his or her annual professional performance review.
- 
- Appeals concerning the issuance of an improvement plan must be filed within fifteen (15) days of the School District’s alleged failure to comply with any of the requirements prescribed in applicable law and regulations for the issuance of improvement plans.

**Annual Professional Performance Review - Education Law §3012-d**

## Task 6. Additional Requirements (Teachers) - Tasks 6.1-6.9

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- Appeals concerning implementation of the terms of an improvement plan must be filed within fifteen (15) days from the date of the School District's alleged failure to implement any of the terms of the plan.
- No appeal shall be entertained and will be deemed waived unless it was filed within the applicable timeline referenced in this Agreement. The subject matter of any timely appeal or any untimely appeal shall not be reviewed in any other forum.

5. Filing of an Appeal

An appeal must be submitted to the Superintendent or his/her designee and the FFTA President, in writing, on a form that is mutually agreeable by the Superintendent and the Association, containing a detailed description of the precise point(s) of disagreement over his or her performance review, or the issuance and/or implementation of the terms of his or her improvement plan. In addition, the teacher must submit any and all additional documents or written materials specific to the point(s) of disagreement that support the teacher's appeal and are relevant to the resolution of the appeal including the particular performance review and/or improvement plan, as appropriate. Any such additional information not submitted at the time the appeal is filed will not be considered in the Appeal process.

6. Appeals Committee Members

- Phase One: The teacher requesting the appeal, a union representative, and the administrator(s) that is responsible for the evaluation(s) will comprise the Phase One committee. If the evaluating administrator is not available, the teacher's building administrator or the superintendent's designee shall attend instead.
- Phase Two: Two administrators (not to include the administrator that is the supervisor for the appealing teacher) and two teachers appointed by the Association President. will comprise the Phase Two committee
- Phase Three: The members of the Phase Two committee and the FFCS Superintendent and FFTA President or designee will comprise the Phase Three committee.

7. Timeframe for District Response

- After receiving the written appeal the Superintendent and FFTA President will convene the Phase One Appeals Committee within five (5) school days of receiving the appeal. Should the committee come to consensus at this point the evaluation will either stand or be adjusted according to the decision reached by the Phase One Committee. Should the committee be unable to come to consensus the appeal will move to the Phase Two Appeals Committee.
- The Phase Two Appeals Committee will convene within five (5) school days of being notified that the Phase One Committee was unable to come to a consensus. Should the committee come to agreement at this point the evaluation will either stand or be adjusted according to the decision reached by the Phase Two Committee. Should the committee be unable to come to consensus the appeal will move to the Phase Three Appeals Committee.
- The Phase Three Appeals Committee will convene within five (5) school days of being notified that the Phase Two Committee was unable to come to a consensus. This committee will either reach a consensus or the original evaluation will stand within 5 days of the committee convening.
- Notwithstanding any other provision of this Agreement, the teacher bears the burden of proving by substantial evidence the merits of his or her appeal.
- The determination of the appeal pursuant to the above process is final and binding. It is not subject to any further appeal pursuant to the contractual grievance procedure, or to any administrative or judicial tribunal.

**6.5) Assurance: Evaluators****Please check the box below.**

- The district/BOCES assures that all evaluators will be properly trained and lead evaluators will be certified on the below elements prior to completing a teacher's evaluation. Note: independent observers and peer observers need only be trained on elements 1, 2, and 4 below.



**Annual Professional Performance Review - Education Law §3012-d**

## Task 6. Additional Requirements (Teachers) - Tasks 6.1-6.9

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**6.6) Training of Lead Evaluators, Evaluators, Independent Observers, and Peer Observers and Certification of Lead Evaluators**

The process for training evaluators, including impartial and independent observers and peer observers, and certifying and re-certifying lead evaluators must include:

- 1) the process for training lead evaluators and evaluators, including impartial independent observers and peer observers;
- 2) the process for the certification and re-certification of lead evaluators;
- 3) the process for ensuring inter-rater reliability; and
- 4) the nature (content) and the duration (how many hours, days) of such training.

**Describe the process for training evaluators, including impartial and independent observers and peer observers, and certifying and re-certifying lead evaluators.**

## Evaluator Training:

All evaluators, whether lead evaluators and evaluators, including impartial independent observers and peer observers will be initially certified through a three day, 18 hour BOCES lead evaluator certification training course. All evaluators, will be re-certified by the BOE annually at the recommendation of the Superintendent of Schools based upon completion of monthly

professional development and inter-rater reliability work totaling at minimum two hours per month. The initial 18 hour course as well as the minimum of two hours per month on-going training provides training on the following nine areas below:

- (1) The New York State Teaching Standards, and their related elements and performance indicators and the Leadership Standards and their related functions, as applicable
- (2) Evidence-based observation techniques that are grounded in research
- (3) Application and use of the student growth percentile model and any other growth model approved by the Department as defined in section 30-3.2 of this Subpart
- (4) Application and use of the State-approved teacher rubric(s) selected by the district/BOCES for use in evaluations, including training on the effective application of such rubrics to observe a teacher's practice
- (5) Application and use of any assessment tools that the school district/BOCES utilizes to evaluate its teachers
- (6) Application and use of any locally selected measures of student growth used in the Optional subcomponent of the Student Performance category used by the district/BOCES to evaluate its teachers
- (7) Use of the Statewide Instructional Reporting System
- (8) The scoring methodology utilized by the department and/or the district/BOCES to evaluate a teacher under this Subpart, including the weightings of each subcomponent within a category; how overall score/ratings are generated for each subcomponent and category and application and use of the evaluation matrix(es) prescribed by the Commissioner for the four designated rating categories used for the teacher's overall rating and their category ratings
- (9) Specific considerations in evaluating teachers of English language learners and students with disabilities

**6.7) Assurances: Teacher Evaluation**

**Annual Professional Performance Review - Education Law §3012-d**

## Task 6. Additional Requirements (Teachers) - Tasks 6.1-6.9

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**Please check all of the boxes below.**

- Assure that the district/BOCES shall compute and provide to the teacher their score and rating for the Student Performance category, if available, and for the Teacher Observation category for the teacher's Annual Professional Performance Review, in writing, no later than the last school day of the school year for which the teacher is being measured, but in no case later than September 1 of the school year next following the school year for which the teacher's performance is being measured.
- Assure that the evaluation system will be used as a significant factor for employment decisions.
- Assure that teachers will receive timely and constructive feedback as part of the evaluation process.
- Assure that the following prohibited elements listed in Education Law §3012-d(6) are not being used as part of any teacher's evaluation: evidence of student development and performance derived from lesson plans, other artifacts of teacher practice, and student portfolios, except for student portfolios measured by a State-approved rubric where permitted by the Department; use of an instrument for parent or student feedback; use of professional goal-setting as evidence of teacher effectiveness; any district or regionally-developed assessment that has not been approved by the Department; and any growth or achievement target that does not meet the minimum standards as set forth in regulations of the Commissioner. Consistent with Subpart 30-3 of the Rules of the Board of Regents, assure that points shall not be allocated based on any artifacts, unless such artifact constitutes evidence of an otherwise observable rubric subcomponent.
- Assure that, during the 2015-16 through 2018-19 school years, the district/BOCES shall compute and provide teachers whose Student Performance Category measures are based, in whole or in part, on the grades 3-8 ELA/math State assessments and/or State-provided growth scores with their APPR transition scores and ratings as soon as practicable, but in no case later than September 1 of the school year next following the school year for which the teacher's performance is being measured.
- Assure that, during the 2015-16 through 2018-19 school years, the district/BOCES shall provide such teachers with their original composite rating by September 1 of the school year next following the school year for which the teacher's performance is being measured, or as soon as practicable thereafter.

**6.8) Assurances: Assessments****Please check all of the boxes below.**

- Assure that, where applicable, if students in Common Core courses are taking both the 2005 Learning Standards and Common Core versions of the Regents Assessment, then the district/BOCES will use the higher of the two scores to determine whether a student has met his/her growth target.
- Assure that the amount of time devoted to traditional standardized assessments that are not specifically required by state or federal law for each classroom or program within a grade level does not exceed, in the aggregate, one percent of the minimum required annual instructional hours for the grade.
- Assure that individuals with vested interest in the outcome of their assessments are not involved, to the extent practicable, in the administration and scoring of those assessments.
- Assure that, where applicable, if your district/BOCES has indicated that more than one version of a Regents assessment for a content area will be used as the underlying evidence for an SLO, that the district/BOCES will only administer both assessments within the timeframes prescribed by the Commissioner. Where only one version of a Regents assessment for a content area is administered in a particular school year, assure that only that assessment will be used as the underlying evidence for an SLO.

**6.9) Assurances: Data****Please check all of the boxes below.**

- Assure that SED will receive accurate teacher and student data, including enrollment and attendance data, and any other student, teacher, school, course, and teacher/student linkage data necessary to comply with regulations, in a format and timeline prescribed by the Commissioner.
- Assure that the district/BOCES provides an opportunity for every classroom teacher to verify the subjects and/or student rosters assigned to them.
- Assure scores and ratings for all teachers will be reported to NYSED for each category, as well as the overall rating, as per NYSED requirements.
- Assure that enrolled students in accordance with teacher of record policies are included and may not be excluded.
- Assure that procedures for ensuring data accuracy and integrity are being utilized.

## Annual Professional Performance Review - Education Law §3012-d

Task 7. Original Student Performance - Required (Principals) - Original Task 7.1 (State-Provided Growth Measures)

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### Task 7) Original Required Student Performance Subcomponent

For guidance on the Required subcomponent of the Student Performance category, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

**100% of Student Performance category if only the Required subcomponent is used or at least 50% when used with Optional subcomponent**

**(A) For a principal of a building which includes grades 4-8 ELA, math and/or high school courses with State or Regents assessments (or principals of programs with any of these assessments) who have at least 30% of his/her students covered under a State-provided growth measure, such principal shall have a State-provided growth score based on such model.**

**(B) For a principal where less than 30% of his/her students are covered under the State-provided growth measure, such principal shall have a Student Learning Objective (SLO), consistent with the SLO process determined or developed by the Commissioner, that results in a student growth score; provided that, for any principal whose building or program includes courses that end in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO.**

#### 7.1) State-Provided Measures of Student Growth (Original)

For principals with at least 30% of their students covered under a State-provided growth measure, such principal shall have a State-provided growth score based on such model. Please list the grade configurations of the school(s)/program(s) in your district/BOCES where it is expected that 30-100% of a principal's students are taking assessments with a State-provided growth measure, (e.g., K-5, PK-6, 6-8, 6-12, 9-12, etc.). For principals where less than 30% of their students are covered under a State-provided growth measure, such principals shall have an SLO consistent with a goal setting process determined or developed by the Commissioner that results in a student growth score; provided that for any grade-level/course that ends in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO. (See Guidance for more detail on principals with State-provided measures and SLOs.)

For the 2019-20 school year and thereafter, for those principals who would typically receive a State-provided growth score, the district/BOCES must also include a back-up SLO in the event that there are not enough students, not enough scores, or data issues that prevent a State-provided growth score from being calculated for that principal.

**Please list the grade configurations of the schools or principals where State-provided growth measures will apply beginning in the 2019-20 school year (please list, e.g., K-5, PK-6, 6-8, 6-12, 7-12, 9-12). For each configuration, also indicate assessment(s) used for the back-up SLO beginning in the 2019-20 school year.**

**For each grade configuration indicate the following:**

- **Column 1: lowest grade that corresponds to the building or program**
- **Column 2: highest grade that corresponds to the building or program**
- **Column 3: assessment(s) used**

*Follow the examples below.*

|                      | (1) lowest grade | (2) highest grade | (3) assessment(s)   |
|----------------------|------------------|-------------------|---|
| Grades K-6 Building  | K                | 6                 | NYS Grade 4 ELA, NYS Grade 5 ELA, NYS Grade 6 ELA, NYS Grade 4 Math, NYS Grade 5 Math, NYS Grade 6 Math   |
| Grades 7-12 Building | 7                | 12                | All applicable Regents assessments which are used to generate the principal's State-provided growth score |

**Annual Professional Performance Review - Education Law §3012-d**

Task 7. Original Student Performance - Required (Principals) - Original Task 7.1 (State-Provided Growth Measures)

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Using the table below, please select the assessment(s) that will be used for the back-up SLOs beginning in the 2019-20 school year for each grade configuration listed. The SLO will be based on the largest grades/courses in the principal’s school building, using State or Regents assessments as the underlying evidence for such SLOs where they exist.

| Grade From | Grade To | State or Regents Assessment(s)   |
|------------|----------|--|
| 5          | 8        | <input type="checkbox"/> Grade 5 ELA<br><input type="checkbox"/> Grade 6 ELA<br><input type="checkbox"/> Grade 7 ELA<br><input type="checkbox"/> Grade 8 ELA<br><input type="checkbox"/> Grade 5 Math<br><input type="checkbox"/> Grade 6 Math<br><input type="checkbox"/> Grade 7 Math<br><input type="checkbox"/> Grade 8 Math |
| 9          | 12       | <input type="checkbox"/> All applicable Regents assessments which are used to generate the principal's State-provided growth score   |

**7.1) Assurances**

Please check the boxes below.

- Assure that the growth score provided by NYSED will be used, where required.
- Assure that, starting in the 2019-20 school year, back-up SLOs will be set by the superintendent or another trained administrator for all principals who receive a State-provided growth score in the event that a State-provided growth score cannot be generated for that principal.
- Assure that, during the 2015-16 through 2018-19 school years, the results of the NYS Grades 3-8 ELA/Math assessments and State-provided growth scores will continue to be used to calculate an original score and rating for advisory purposes only.

Annual Professional Performance Review - Education Law §3012-d

Task 7. Original Student Performance - Required (Principals) - Original Tasks 7.2 (SLOs), 7.3-7.6

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**7.2) Student Learning Objectives (Original)**

For guidance on SLOs, see NYSED SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

SLOs must be used for principals in buildings or programs in which fewer than 30% of students take Grades 4-8 ELA, math, and/or high school courses with State or Regents assessments. SLOs will be developed using the grades/courses covering the most students in the school or program and continuing until at least 30% of students in the school or program are covered by SLOs. The district/BOCES must select the type of assessment that will be used with the SLO from the options below.

- If any grade/course in the building has a State-provided growth measure AND the principal must have SLOs because fewer than 30% of students in the building are covered, then the SLOs must begin first with the SGP results.
- Additional SLOs must then be set based on grades/subjects with State assessments for which there is no State-provided growth measure, where applicable.
- If additional SLOs are necessary, principals must begin with the grade(s)/course(s) that have the largest number of students using school-wide student results from one of the following assessment options:
- State-approved 3rd party assessment; or
- State-approved district, regionally, or BOCES-developed course-specific assessment.

For each grade configuration indicate the following:

- **Column 1:** lowest grade that corresponds to the building or program
- **Column 2:** highest grade that corresponds to the building or program
- **Column 3:** measure used
- **Column 4:** assessment(s) used

Follow the examples below.

|                       | (1) lowest grade | (2) highest grade | (3) measure                     | (4) assessment(s)  |
|-----------------------|------------------|-------------------|---------------------------------|--|
| Grades K-2 Building   | K                | 2                 | District- or BOCES-wide results | Common Core English, Common Core Algebra, Living Environment, Global 2, US History |
| Grades 11-12 Building | 11               | 12                | Principal-specific results      | Common Core English, US History  |

Using the table below, please select the measure and assessment(s) that will be used for the SLOs for each grade configuration listed. During the 2016-17 through 2018-19 school years, SLOs that use grade 3-8 ELA/math State assessments as their underlying assessments must be excluded from the calculation of transition scores and ratings.

| Grade From | Grade To | Measure                         | State or Regents Assessment(s)   | Locally-Developed Course-Specific Assessment(s) | Third Party Assessment(s) |
|------------|----------|---------------------------------|--|---|---------------------------|
| K          | 4        | District- or BOCES-wide results | <input type="checkbox"/> Grade 3 ELA<br><input type="checkbox"/> Grade 4 ELA<br><input type="checkbox"/> Grade 3 Math<br><input type="checkbox"/> Grade 4 Math |   |                           |

**7.3) HEDI Scoring Bands**

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Task 7. Original Student Performance - Required (Principals) - Original Tasks 7.2 (SLOs), 7.3-7.6

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| Highly Effective |     |     | Effective |     |     | Developing |     | Ineffective |     |     |     |     |     |     |     |     |     |    |    |    |
|------------------|-----|-----|-----------|-----|-----|------------|-----|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|----|----|----|
| 20               | 19  | 18  | 17        | 16  | 15  | 14         | 13  | 12          | 11  | 10  | 9   | 8   | 7   | 6   | 5   | 4   | 3   | 2  | 1  | 0  |
| 97-              | 93- | 90- | 85-       | 80- | 75- | 67-        | 60- | 55-         | 49- | 44- | 39- | 34- | 29- | 25- | 21- | 17- | 13- | 9- | 5- | 0- |
| 100              | 96  | 92  | 89        | 84  | 79  | 74         | 66  | 59          | 54  | 48  | 43  | 38  | 33  | 28  | 24  | 20  | 16  | 12 | 8  | 4  |
| %                | %   | %   | %         | %   | %   | %          | %   | %           | %   | %   | %   | %   | %   | %   | %   | %   | %   | %  | %  | %  |

7.4) Principals with More Than One Growth Measure (Original)

For more information on principals with more than one growth measure, please see NYSED APPR Guidance and SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

If educators have more than one State-provided growth score and rating, those scores and ratings will be combined into one score and HEDI rating for the Required Student Performance subcomponent provided by the Department. (Examples: Principals of K-8 schools with growth measures for ELA and math grades 4-8.)

If educators have more than one SLO (or a State-provided growth measure and an SLO), the measures will each earn a score from 0-20 points which districts/BOCES must weight proportionately based on the number of students in each SLO (or in the State-provided growth measure and the SLO).

7.5) Assurances

Please check all of the boxes below.

- Assure that the principal has an SLO or a back-up SLO, where applicable, consistent with the goal setting process developed by the Commissioner that results in a student growth score.
- Assure that all growth targets represent a minimum of one year of expected growth, as determined by the superintendent or another trained administrator. Such targets, as determined by the superintendent or another trained administrator, may only take the following characteristics into account: poverty, students with disabilities, English language learners status and prior academic history.
- Assure that all growth targets are approved by the superintendent or another trained administrator.
- Assure that any disagreement between parties regarding the content of the SLO, including the growth target, will be resolved by the superintendent or another trained administrator.
- Assure that if a principal's SLO is based on a small n size population and the district/BOCES chooses not to use the HEDI scoring bands listed in task 7.3, then the principal's 0-20 score and HEDI rating will be determined using the HEDI scoring bands specified by the Department in APPR Guidance.
- Assure that processes are in place for the superintendent to monitor SLOs.
- Assure that the final Student Performance category rating for each principal will be determined using the weights and growth parameters specified in Subpart 30-3 of the Rules of the Board of Regents and the approved APPR plan.

7.6) Student Performance Subcomponent Weighting

- If the Optional subcomponent is not used, the Required subcomponent will comprise 100% of the Student Performance category.
- If the Optional subcomponent is used, the Required subcomponent must comprise at least 50% of the Student Performance category.

Please indicate if the Optional subcomponent will be used by making the appropriate selection below.

NO, the Optional subcomponent WILL NOT be used; the Required subcomponent will comprise 100% of the Student Performance category.

# Annual Professional Performance Review - Education Law §3012-d

## Task 7. Transition Student Performance - Required (Principals) - Task 7 Alternate SLOs

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### Task 7) Required Student Performance Subcomponent (Transition Period, 2016-17 through 2018-19)

*The measures indicated in this section only apply during the 2016-17 through 2018-19 school years.*

For guidance on the Required subcomponent of the Student Performance category, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

For guidance on the use of alternate SLOs during the transition period, see: <https://www.engageny.org/resource/guidance-on-new-york-s-annual-professional-performance-review-law-and-regulations>.

#### 100% of Student Performance category if only the Required subcomponent is used or at least 50% when used with Optional subcomponent

(A) For a principal of a building which includes grades 4-8 ELA, math and/or high school courses with State or Regents assessments (or principals of programs with any of these assessments) who have at least 30% of his/her students covered under a State-provided growth measure, such principal shall have a State-provided growth score based on such model.

(B) For a principal where less than 30% of his/her students are covered under the State-provided growth measure, such principal shall have a Student Learning Objective (SLO), consistent with the SLO process determined or developed by the Commissioner, that results in a student growth score; provided that, for any principal whose building or program includes courses that end in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO.

**During the 2016-17 through 2018-19 school years, pursuant to the requirements of §30-3.17 of the Rules of the Board of Regents, if excluding grade 3-8 ELA/math State assessments and any State-provided growth scores results in no remaining student performance measures, districts/BOCES must develop alternate SLOs based on assessments that are not grade 3-8 ELA/math State assessments for the Required subcomponent of the Student Performance Category during the transition to higher standards through new State assessments aligned to revised learning standards and a revised State-approved growth model.**

### 7.1-7.2) Alternate SLOs (Transition Period, 2016-17 through 2018-19)

Please list the grade configurations of the schools or principals where alternate SLOs will apply. For each configuration, also indicate the measure and assessment(s) used for the alternate SLO.

For each grade configuration indicate the following:

- Column 1: lowest grade that corresponds to the building or program
- Column 2: highest grade that corresponds to the building or program
- Column 3: measure used
- Column 4: assessment(s) used

Follow the examples below.

|                       | (1) lowest grade | (2) highest grade | (3) measure                     | (4) assessment(s)  |
|-----------------------|------------------|-------------------|---------------------------------|--|
| Grades K-2 Building   | K                | 2                 | District- or BOCES-wide results | Common Core English, Common Core Algebra, Living Environment, Global 2, US History |
| Grades 11-12 Building | 11               | 12                | Principal-specific results      | Common Core English, US History  |

**Using the table below, please select the assessment(s) that will be used for the alternate SLOs during the 2016-17 through 2018-19 school years for each grade configuration listed. In all other school years, the SLO will be based on the largest grades/courses in the principal’s school building, using State or Regents assessments as the underlying evidence for such SLOs where they exist.**

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Task 7. Transition Student Performance - Required (Principals) - Task 7 Alternate SLOs

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| Grade From | Grade To | Measure                         | State or Regents Assessment(s)  | Locally-Developed Course-Specific Assessment(s) | Third Party Assessment(s) |
|------------|----------|---------------------------------|---|---|---------------------------|
| K          | 4        | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |
| 5          | 8        | District- or BOCES-wide results | <input type="checkbox"/> Grade 4 Science<br><input type="checkbox"/> Grade 8 Science<br><input type="checkbox"/> Common Core English<br><input type="checkbox"/> Common Core Algebra<br><input type="checkbox"/> Common Core Geometry<br><input type="checkbox"/> Living Environment<br><input type="checkbox"/> Physics<br><input type="checkbox"/> US History |   |                           |

**7.3) HEDI Scoring Bands**

| Highly Effective |        |        | Effective |        |        | Developing |        | Ineffective |        |        |        |        |        |        |        |        |        |       |      |      |
|------------------|--------|--------|-----------|--------|--------|------------|--------|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------|------|------|
| 20               | 19     | 18     | 17        | 16     | 15     | 14         | 13     | 12          | 11     | 10     | 9      | 8      | 7      | 6      | 5      | 4      | 3      | 2     | 1    | 0    |
| 97-100%          | 93-96% | 90-92% | 85-89%    | 80-84% | 75-79% | 67-74%     | 60-66% | 55-59%      | 49-54% | 44-48% | 39-43% | 34-38% | 29-33% | 25-28% | 21-24% | 17-20% | 13-16% | 9-12% | 5-8% | 0-4% |

**7.4) Principals with More than One Growth Measure (Transition)**

For more information on principals with more than one growth measure, please see NYSED APPR Guidance and SLO Guidance: <https://www.engageny.org/resource/appr-3012-d>.

If educators have more than one alternate SLO, the measures will each earn a score from 0-20 points which districts/BOCES must weight proportionately based on the number of students in each SLO.



**Annual Professional Performance Review - Education Law §3012-d**

Task 8.1. Optional Subcomponent Use (Principals) - Task 8.1 (Subcomponent Use and Weighting)

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**Task 8) Optional Student Performance Subcomponent**

For guidance on the Optional subcomponent of the Student Performance category, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

*Up to 50% of Student Performance category, if selected.*

Such second measure shall apply in a consistent manner, to the extent practicable, across all buildings with the same grade configuration or program in the district/BOCES and be either:

(A) a second State-provided growth score on a State-created or administered test, provided that a different measure is used than that for the Required subcomponent in the Student Performance category, or

(B) a growth score based on a State-designed supplemental assessment, calculated using a State-provided or approved growth model.

**8.1) Use of the Optional Subcomponent for Student Performance Measures**

**Please indicate if the Optional subcomponent will be used by making the appropriate selection below.**

NO, the Optional subcomponent WILL NOT be used in the Student Performance category for any principal.

# Annual Professional Performance Review - Education Law §3012-d

## Task 9. Principal School Visit Category - Tasks 9.1-9.6

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For guidance on the Principal School Visit category, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

### 9.1) Principal Practice Rubric

Select a principal practice rubric from the menu of State-approved rubrics to assess performance based on ISLLC 2008 Standards.

|   |  |
|---|--|
| Rubric Name                                   | <b>If more than one rubric is utilized, please indicate the group(s) of principals each rubric applies to.</b> |
| Multidimensional Principal Performance Rubric | (No Response)  |

### 9.2) Assurances

Please check all of the boxes below.

- Assure that all observable ISLLC 2008 Leadership Standards/Domains of the selected practice rubric are assessed at least once a year across the total number of annual school visits.
- Assure that the process for assigning points for the Principal School Visit category will be in compliance with the locally-determined subcomponent weights and overall School Visit category score and rating based on the constraints prescribed by the Commissioner in Subpart 30-3 of the Rules of the Board of Regents.
- Assure that the same rubric(s) is used for all principals in the same or similar programs or grade configurations across the district/BOCES, provided that districts/BOCES may locally determine whether to use different rubrics for a principal assigned to different grade level configurations or building types.
- Assure that the same rubric(s) is used for all school visits for a principal across the school visit types in a given school year.

### 9.3) Process for Weighting Rubric Domains/Subcomponents

For guidance on the Principal School Visit category, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

Please describe the process for weighting the observable domains/subcomponents of the chosen practice rubric (e.g., All observable components will be weighted equally and averaged).

All observable components will be weighted equally and averaged.

### 9.4) Calculating School Visit Ratings

#### Assurances

Please check the boxes below.

- Assure that each set of school visits (by supervisor/other trained administrator, independent, or peer) will be completed using the selected practice rubric, producing an overall score between 1 and 4. The overall weighted school visit score will be converted into a HEDI rating using the ranges indicated below.
- Assure that once all school visits are complete, the different types of school visits will be combined using a weighted average consistent with the weights specified in task 9.5 below, producing an overall School Visit category score between 0 and 4. In the event that a principal earns a score of 1 on all rated components of the practice rubric across all observations, a score of 0 will be assigned.

Please also check the boxes below.

- Assure that if the district is granted an annual Rural/Single Building District Independent Evaluator Hardship Waiver by the Department, the second school visit(s) shall be conducted by one or more evaluators selected and trained by the district, who are different than the evaluator(s) who conducted the school visit(s) required to be performed by the Superintendent/supervisor or his/her designee. See Section 30-3.5(d)(1)(ii)(a) of the Rules of the Board of Regents.
- Assure that if the district/BOCES is granted an annual Undue Burden Independent Evaluator Hardship Waiver by the Department, the terms of such waiver shall apply for the school year during which the waiver is effective and, that in any school year for which there is an approved waiver and such waiver contains information that conflicts with the information provided in Task 9 of the district's/BOCES' approved §3012-d APPR plan, the provisions of the approved waiver will apply. See Section 30-3.5(d)(1)(ii)(b) of the Rules of the Board of Regents.

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Task 9. Principal School Visit Category - Tasks 9.1-9.6

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|          | Overall School Visit Category Score and Rating |              |
|----------|--|--------------|
|          | Minimum  | Maximum      |
| <b>H</b> | 3.5 to 3.75                                    | 4.0          |
| <b>E</b> | 2.5 to 2.75                                    | 3.49 to 3.74 |
| <b>D</b> | 1.5 to 1.75                                    | 2.49 to 2.74 |
| <b>I</b> | 0  | 1.49 to 1.74 |

**HEDI Ranges**

Using the dropdown menus below, please indicate the locally-determined rubric scoring ranges based on the constraints prescribed by the Commissioner in Subpart 30-3 of the Rules of the Board of Regents for each of the rating categories.

|                   | Minimum Rubric Score | Maximum Rubric Score |
|-------------------|----------------------|----------------------|
| Highly Effective: | 3.50                 | 4.00                 |

|            | Minimum Rubric Score | Maximum Rubric Score |
|------------|----------------------|----------------------|
| Effective: | 2.50                 | 3.49                 |

|             | Minimum Rubric Score | Maximum Rubric Score |
|-------------|----------------------|----------------------|
| Developing: | 1.50                 | 2.49                 |

|              | Minimum Rubric Score | Maximum Rubric Score |
|--------------|----------------------|----------------------|
| Ineffective: | 0.00                 | 1.49                 |

**9.5) Principal School Visit Subcomponent Weighting**

**Required Subcomponents:**

- School Visits by Supervisor(s) or other Trained Administrator(s): At least 80% of the Principal School Visit category score
- School Visits by Impartial Independent Trained Evaluator(s)\*: At least 10%, but no more than 20%, of the Principal School Visit category score

**Optional Subcomponent:**

- School Visits by Trained Peer Observer(s): No more than 10% of the Principal School Visit category score when selected

\* If the district is granted an annual Independent Evaluator Hardship Waiver by the Department, this subcomponent will be satisfied through the use of one or more evaluators selected and trained by the district, who are different than the evaluator(s) who conducted the school visit(s) required to be performed by the Superintendent/supervisor or their designee.

Please indicate the weighting of each subcomponent and be sure the total of the weights indicated equals 100%.

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Task 9. Principal School Visit Category - Tasks 9.1-9.6

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| Required - Supervisor/<br>Administrator | Required - Independent<br>Evaluator(s) | Optional - Peer Observer(s) | Grade configurations for which<br>Peer Observers will be used |
|---|--|-----------------------------|---|
| 80%                                     | 20%                                    | N/A                         | (No Response)   |

**9.6) Assurances**

**Please check all of the boxes below.**

- Assure that independent evaluator(s) are not employed in the same school building, as defined by BEDS code, as the principal(s) they are evaluating.
- Assure that, if school visits are being conducted by trained peer observer(s), these principal(s) received an overall rating of Effective or Highly Effective in the previous school year.
- Assure that the following elements will not be used in calculating a principal's school visit category score and rating: evidence of student development and performance derived from lesson plans, other artifacts of principal practice, and student portfolios, except for student portfolios measured by a State-approved rubric where permitted by the Department; use of an instrument for parent or student feedback; use of professional goal-setting as evidence of principal effectiveness. Consistent with Subpart 30-3 of the Rules of the Board of Regents, assure that points shall not be allocated based on any artifacts, unless such artifact constitutes evidence of an otherwise observable rubric subcomponent.
- Assure that the length of all school visits for principals will be conducted pursuant to the locally-determined durations.
- Assure that independent evaluator(s) will be trained and selected by the district/BOCES.
- Assure that peer observer(s), as applicable, will be trained and selected by the district/BOCES.
- Assure that at least one of the required school visits will be unannounced.
- Assure that school visits will not be conducted via video.

**9.7) Number of School Visits**

**Indicate the minimum number of unannounced and announced school visits for each type of observer in the tables below.**

**Tenured Principals**

|             | Required - Supervisor/ Administrator:<br>Minimum school visits | Required - Independent Evaluator(s):<br>Minimum school visits | Optional - Peer Observer(s):<br>Minimum school visits |
|-------------|--|---|---|
| Unannounced | 1  | 1   | 0   |
| Announced   | 1  | 0   | 0   |

**Probationary Principals**

|             | Required - Supervisor/ Administrator:<br>Minimum school visits | Required - Independent Evaluator(s):<br>Minimum school visits | Optional - Peer Observer(s):<br>Minimum school visits |
|-------------|--|---|---|
| Unannounced | 1  | 1   | 0   |
| Announced   | 1  | 0   | 0   |

Annual Professional Performance Review - Education Law §3012-d

Task 10. Overall Scoring (Principals) - Tasks 10.1-10.3

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For guidance on APPR scoring, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.

10.1) Scoring Ranges

Student Performance Category

HEDI ratings must be assigned based on the point distribution below.

Principal School Visit Category

HEDI ratings must be assigned based on locally-determined ranges consistent with the constraints listed below.

|          | Overall Student Performance Category Score and Rating |         |          | Overall School Visit Category Score and Rating |              |
|----------|---|---------|----------|--|--------------|
|          | Minimum   | Maximum |          | Minimum  | Maximum      |
| <b>H</b> | 18  | 20      | <b>H</b> | 3.5 to 3.75                                    | 4.0          |
| <b>E</b> | 15  | 17      | <b>E</b> | 2.5 to 2.75                                    | 3.49 to 3.74 |
| <b>D</b> | 13  | 14      | <b>D</b> | 1.5 to 1.75                                    | 2.49 to 2.74 |
| <b>I</b> | 0   | 12      | <b>I</b> | 0  | 1.49 to 1.74 |

10.2) Scoring Matrix for the Overall Rating

|                              |                      | Principal School Visit Category |               |                |                 |
|------------------------------|----------------------|---------------------------------|---------------|----------------|-----------------|
|                              |                      | Highly Effective (H)            | Effective (E) | Developing (D) | Ineffective (I) |
| Student Performance Category | Highly Effective (H) | H                               | H             | E              | D               |
|                              | Effective (E)        | H                               | E             | E              | D               |
|                              | Developing (D)       | E                               | E             | D              | I               |
|                              | Ineffective (I)      | D*                              | D*            | I              | I               |

\* If a principal is rated Ineffective on the Student Performance category, and a State-designed supplemental assessment was included as an Optional subcomponent of the Student Performance category, the principal can be rated no higher than Ineffective overall (see Education Law §3012-d (5)(a) and (7)).

10.3) Assurances

Please check all of the boxes below.

- Assure that each subcomponent and category score and rating and the Overall rating will be calculated pursuant to the requirements specified in Subpart 30-3 of the Rules of the Board of Regents.
- Assure that it is possible to obtain a zero in each subcomponent.
- Assure the overall rating determination for a principal shall be determined according to the evaluation matrix.

**Annual Professional Performance Review - Education Law §3012-d**

## Task 11. Additional Requirements (Principals) - Tasks 11.1-11.9

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For guidance on additional requirements for principals, see NYSED APPR Guidance: <https://www.engageny.org/resource/appr-3012-d>.**11.1) Assurances: Improvement Plans****Please check all of the boxes below.**

- Assure that the district/BOCES will formulate and commence implementation of a Principal Improvement Plan (PIP) for all principals who receive a Developing or Ineffective rating by October 1 following the school year for which such principal's performance is being measured or as soon as practicable thereafter.
- Assure that PIP plans developed and implemented by the superintendent or his/her designee, in the exercise of their pedagogical judgment, and subject to collective bargaining to the extent required under article 14 of the Civil Service Law shall include: identification of needed areas of improvement, a timeline for achieving improvement, the manner in which the improvement will be assessed, and, where appropriate, differentiated activities to support a principal's improvement in those areas.

**11.2) Attachment: Principal Improvement Plan Forms**

All PIP plans developed and implemented by the superintendent or his/her designee, in the exercise of his/her pedagogical judgment, must include:

- 1) identification of needed areas of improvement;
- 2) a timeline for achieving improvement;
- 3) the manner in which the improvement will be assessed; and, where appropriate,
- 4) differentiated activities to support a principal's improvement in those areas.

**As a required attachment to this APPR plan, upload the PIP forms that are used in the school district/BOCES.**

FFCS PIP principal template - All (1).docx

**11.3) Assurance: Appeals****Please check the box below.**

- Assure the district/BOCES has collectively bargained appeal procedures that are consistent with the regulations and that they provide for the timely and expeditious resolution of an appeal.

**11.4) Appeals**

Pursuant to Education Law §3012-d, a principal may only challenge the following in an appeal to their district/BOCES:

- (1) the substance of the annual professional performance review; which shall include the following:
  - (i) in the instance of a principal rated Ineffective on the student performance category, but rated Highly Effective on the school visit category based on an anomaly, as determined locally;
- (2) the school district's/BOCES' adherence to the standards and methodologies required for such reviews, pursuant to Education Law §3012-d; and
- (3) the adherence to the regulations of the Commissioner and compliance with any applicable locally negotiated procedures, as well as the school district's/BOCES' issuance and/or implementation of the terms of the teacher or principal improvement plan, as required under Education Law §3012-d.

**Annual Professional Performance Review - Education Law §3012-d**

## Task 11. Additional Requirements (Principals) - Tasks 11.1-11.9

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**Describe the procedure for ensuring that appeals of annual performance evaluations will be handled in a timely and expeditious way.**

Appeals Process**First Tier of the Appeals Process**

Only tenured principals who receive a rating of “ineffective” and “developing” on their APPR rating may appeal their APPR through the procedure herein. Ratings of “effective” and “highly effective” may not be appealed unless in the future these categories are connected to additional compensation.

Probationary principals who receive a rating of “ineffective” or “developing” may only submit a written response to any APPR which shall be filed with the APPR.

A principal may file only one appeal from a single APPR, however there may be more than one ground cited for the appeal. Those eligible for an appeal shall simply be referred to as “principal” below.

“APPR” and “evaluation” are used interchangeably herein.

A principal has twenty-one (21) calendar days from receipt of his or her rating to submit a written appeal to the BOCES District Superintendent and Fonda-Fultonville Superintendent of Schools. This period shall be tolled for any days during said twenty-one-day period that the principal is on vacation or out sick. The written appeal document prepared by the principal must clearly identify the grounds for appeal, and shall explain, in detail, why and how the APPR should be modified. The burden of proving a violation shall be on the principal.

Pursuant to Education Law section 3012-d, a principal may only challenge the following in an appeal:

- the substance of the annual professional performance review, which includes receiving a rating of Ineffective in the student performance component and a rating of Highly Effective in the observation category based on an anomaly;
- the District’s adherence to the standards and methodologies required for such reviews, pursuant to Education Law section 3012-d;
- the adherence to the regulations of the Commissioner and compliance with any applicable locally negotiated procedures; or
- the District’s issuance and/or implementation of the terms of the principal improvement plan, as required under Education Law section 3012-d.

The Fonda-Fultonville Superintendent of Schools or their designee shall have ten (10) calendar days to submit a response to the appeal to the BOCES District Superintendent. A copy of said response must be provided to the appealing principal. The scope of the response shall be limited to the issues or facts raised in the appeal. The Principal’s appeal, supporting documents and any submissions in reply to the appeal shall constitute the record of the appeal. The appeal shall be decided upon the record only.

The BOCES District Superintendent or his/her designee, who shall be trained in accordance with the requirements of statute and regulations and possesses an appropriate administrative certification, will review the record of the appeal and then issue a written decision either BOCES denying the appeal or granting the appeal. In the event that the appeal is granted the BOCES District Superintendent has the authority to direct further administrative action and/or alter the APPR rating. Such decision shall be made and issued within thirty (30) days of receiving the appeal.

The BOCES District Superintendent or his or designee’s decision on the appeal is final and binding in all regards and shall not be subject to review at arbitration, before any administrative agency, or in any court of law so long as the procedural requirements described herein were adhered to.

**11.5) Assurance: Evaluators**

**Please check the box below.**

- The district/BOCES assures that all evaluators will be properly trained and lead evaluators will be certified on the below elements prior to completing a principal’s evaluation. Note: independent observers and peer observers need only be trained on elements 1, 2, and 4 below.

**Annual Professional Performance Review - Education Law §3012-d**

## Task 11. Additional Requirements (Principals) - Tasks 11.1-11.9

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**11.6) Training of Lead Evaluators, Evaluators, Independent Observers, and Peer Observers and Certification of Lead Evaluators**

The process for training evaluators, including impartial and independent observers and peer observers, and certifying and re-certifying lead evaluators must include:

- 1) the process for training lead evaluators and evaluators, including impartial independent observers and peer observers;
- 2) the process for the certification and re-certification of lead evaluators;
- 3) the process for ensuring inter-rater reliability; and
- 4) the nature (content) and the duration (how many hours, days) of such training.

**Describe the process for training evaluators, including impartial and independent observers and peer observers, and certifying and re-certifying lead evaluators.****Evaluator Training:**

All evaluators, whether lead evaluators and evaluators, including impartial independent observers and peer observers will be initially certified through a three day, 18 hour BOCES lead evaluator certification training course. All evaluators, will be re-certified annually by the BOE at the recommendation of the Superintendent of Schools based upon completion of monthly

professional development and inter-rater reliability work totaling at minimum two hours per month. The initial 18 hour course as well as the minimum of two hours per month on-going training provides training on the following nine areas below:

- (1) The New York State Teaching Standards, and their related elements and performance indicators and the Leadership Standards and their related functions, as applicable
- (2) Evidence-based observation techniques that are grounded in research
- (3) Application and use of the student growth percentile model and any other growth model approved by the Department as defined in section 30-3.2 of this Subpart
- (4) Application and use of the State-approved principal rubric(s) selected by the district/BOCES for use in evaluations, including training on the effective application of such rubrics to observe a principal's practice
- (5) Application and use of any assessment tools that the school district/BOCES utilizes to evaluate its building principals
- (6) Application and use of any locally selected measures of student growth used in the Optional subcomponent of the Student Performance category used by the district/BOCES to evaluate its principals
- (7) Use of the Statewide Instructional Reporting System
- (8) The scoring methodology utilized by the department and/or the district/BOCES to evaluate a principal under this Subpart, including the weightings of each subcomponent within a category; how overall scores/ratings are generated for each subcomponent and category and application and use of the evaluation matrix(es) prescribed by the Commissioner for the four designated rating categories used for the principal's overall rating and their category ratings
- (9) Specific considerations in evaluating principals of English language learners and students with disabilities

**11.7) Assurances: Principal Evaluation**



**Annual Professional Performance Review - Education Law §3012-d**

## Task 11. Additional Requirements (Principals) - Tasks 11.1-11.9

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**Please check all of the boxes below.**

- Assure that the district/BOCES shall compute and provide to the principal their score and rating for the Student Performance category, if available, and for the Principal School Visit category for the principal's Annual Professional Performance Review, in writing, no later than the last school day of the school year for which the principal is being measured, but in no case later than September 1 of the school year next following the school year for which the principal's performance is being measured.
- Assure that the evaluation system will be used as a significant factor for employment decisions.
- Assure that principals will receive timely and constructive feedback as part of the evaluation process.
- Assure that the following prohibited elements listed in Education Law §3012-d(6) are not being used as part of any principal's evaluation: evidence of student development and performance derived from lesson plans, other artifacts of principal practice, and student portfolios, except for student portfolios measured by a State-approved rubric where permitted by the department; use of an instrument for parent or student feedback; use of professional goal-setting as evidence of principal effectiveness; any district or regionally-developed assessment that has not been approved by the department; and any growth or achievement target that does not meet the minimum standards as set forth in regulations of the Commissioner. Consistent with Subpart 30-3 of the Rules of the Board of Regents, assure that points shall not be allocated based on any artifacts, unless such artifact constitutes evidence of an otherwise observable rubric subcomponent.
- Assure that, during the 2015-16 through 2018-19 school years, the district/BOCES shall compute and provide principals whose Student Performance Category measures are based, in whole or in part, on the grades 3-8 ELA/math State assessments and/or State-provided growth scores with their APPR transition scores and ratings as soon as practicable, but in no case later than September 1 of the school year next following the school year for which the principal's performance is being measured.
- Assure that, during the 2015-16 through 2018-19 school years, the district/BOCES shall provide such principals with their original composite rating by September 1 of the school year next following the school year for which the principal's performance is being measured, or as soon as practicable thereafter.

**11.8) Assurances: Assessments****Please check all of the boxes below.**

- Assure that, where applicable, if students in Common Core courses are taking both the 2005 Learning Standards and Common Core versions of the Regents Assessment, then the district/BOCES will use the higher of the two scores to determine whether a student has met his/her growth target.
- Assure that the amount of time devoted to traditional standardized assessments that are not specifically required by state or federal law for each classroom or program within a grade level does not exceed, in the aggregate, one percent of the minimum required annual instructional hours for the grade.
- Assure that individuals with vested interest in the outcome of their assessments are not involved, to the extent practicable, in the administration and scoring of those assessments.
- Assure that, where applicable, if your district/BOCES has indicated that more than one version of a Regents assessment for a content area will be used as the underlying evidence for an SLO, that the district/BOCES will only administer both assessments within the timeframes prescribed by the Commissioner. Where only one version of a Regents assessment for a content area is administered in a particular school year, assure that only that assessment will be used as the underlying evidence for an SLO.

**11.9) Assurances Data****Please check all of the boxes below.**

- Assure that SED will receive accurate teacher and student data, including enrollment and attendance data, and any other student, teacher, school, course, and teacher/student linkage data necessary to comply with regulations, in a format and timeline prescribed by the Commissioner.
- Assure that the district/BOCES provides an opportunity for every classroom teacher to verify the subjects and/or student rosters assigned to them.
- Assure scores and ratings for all principals will be reported to NYSED for each category, as well as the overall rating, as per NYSED requirements.
- Assure that enrolled students in accordance with policies for student assignment to schools and may not be excluded.
- Assure that procedures for ensuring data accuracy and integrity are being utilized.

**Annual Professional Performance Review - Education Law §3012-d**

Task 12. Joint Certification of APPR Plan - Upload Certification Form

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**Task 12) Upload APPR District Certification Form**

*Please Note: SED Monitoring timestamps each revision and signatures cannot be dated earlier than the last revision. To ensure the accuracy of the timestamp on each task, please submit from Task 12 only.*

**Please obtain the required signatures, create a PDF file, and upload your joint certification of the APPR Plan using this form: APPR District Certification Form.**

district certification form 2016 signatures.pdf