August 24, 2020

Revised

1 H L O 2 ¶ % U L H Q 6 X S H U L Q W H Q G H Q W
Port Byron Central School District
30 Maple Avenue
Port Byron, NY 13140

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Congratulations. I am pleased to inform you that your Annual Professional Performance Review (APPR) plan meets the criteria outlined in Education Law §3012-d and Subpart 30-3 of the & R P P L V V L R Q H U ¶ V 5 H J X O D W L R Q V As a reminder, we are relying on the information you provided on your APPR form, including the certifications and assurances that are part of your approved APPR plan. If any material changes are made to your approved plan, your district/BOCES must submit such material changes to us for approval. Please see the attached notes for further information.

Please be advised that, pursuant to Education Law §3012-d, the Department will be analyzing data supplied by districts, BOCES, and/or schools and may order a corrective action plan if there are unacceptably low correlation results between the Student Performance category and the Teacher Observation or Principal School Visits category, and/or if the teacher V ¶ principal V ¶ overall ratings and subcomponent scores show little differentiation across educators and/or the lack of differentiation is not justified by equivalently consistent student achievement results, and/or if schools or districts show a pattern of anomalous results in the Student Performance category and/or the Observation/School Visits category.

The New York State Education Department and I look forward to continuing our work together, with the goal of ensuring that every school has world-class educators in the classroom, every teacher has a world-class principal to support his or her professional growth, and every student achieves college and career readiness.

Thank you again for your hard work.

Sincerely,

Betty A. Rosa
Interim Commissioner

Attachment

c: Brian Hartwell

Annual Professional Performance Review - Education Law §3012-d, amended in 2019

Task 2. TEACHERS: Required Student Performance - Information and Assurances

Page Last Modified: 02/11/2020

- State assessment(s); or

  Assessment(s) that are selected from the list of State-approved:

- third party assessments; or
- locally-developed assessments (district-, BOCES- or regionally-developed).

HEDI Scoring Bands

Highly Effectiveng Bands																							

Page Last Modified: 02/11/2020

Common Branch Grade One Measures and Assessments

Please indicate below which of the three available measure types will be used for grade one teachers, then choose the specific measure, corresponding assessment type(s), and applicable assessment(s).

An individually attributed SLO measure

> Teacher and course-specific

- Teacher and course-specific results:scores and ratings will be based on the growth of students in the teacher's course in the current school year.

A collectively attributed SLO measure

> School- or program-wide

- School- or program-wide results:scores and ratings will be based on the growth of all students in a school or programwho take the applicable assessments in the current school year.
- School- or program-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers' coursesin the current school year.
- School- or program-wide linked results: scores and ratings will be based on the growth of students enrolled in the teacher's course in the current school year taking assessments in other grades/subjects.

> District- or BOCES-wide

- District- or BOCES-wide results:scores and ratings will be based on the growth of all students across buildings/programs in an LEAwho take the applicable assessments in the current school year.
- District- or BOCES-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers' courses across buildings/programs in an LEAin the current school year.

Grade 1: Measure Type

School- or program-wide

Grade 1: School- or Program-Wide Measure

School- or program-wide results

Grade 1: Assessment Type(s)

☑ Third party assessment(s)

Grade 1: Third Party Assessment(s)

☑ MAP Growth (content-specific)

Page Last Modified: 02/11/2020

Common Branch Grade Two Measures and Asssessments

Please indicate below which of the three available measure types will be used for grade two teachers, then choose the specific measure, corresponding assessment type(s), and applicable assessment(s).

An individually attributed SLO measure

> Teacher and course-specific

- Teacher and course-specific results:scores and ratings will be based on the growth of students in the teacher's course in the current school year.

A collectively attributed SLO measure

> School- or program-wide

- School- or program-wide results:scores and ratings will be based on the growth of all students in a school or programwho take the applicable assessments in the current school year.
- School- or program-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers' coursesin the current school year.
- School- or program-wide linked results: scores and ratings will be based on the growth of students enrolled in the teacher's course in the current school year taking assessments in other grades/subjects.

> District- or BOCES-wide

- District- or BOCES-wide results:scores and ratings will be based on the growth of all students across buildings/programs in an LEAwho take the applicable assessments in the current school year.
- District- or BOCES-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers' courses across buildings/programs in an LEAin the current school year.

Grade 2: Measure Type

School- or program-wide

Grade 2: School- or Program-Wide Measure

School- or program-wide results

Grade 2:Assessment Type(s)

☑ Third party assessment(s)

Grade 2: Third Party Assessment(s)

☑ MAP Growth (content-specific)

Page Last Modified: 02/11/2020

Grade Four (Common Branch) Measure and Assessment(s)

Grade 4: Measure Type

School- or program-wide

Grade 4: School- or Program-Wide Measure

School- or program-wide results

Grade Four: Assessment Type(s)

☑ Third party assessment(s)

Grade Four: Third Party Assessment(s)

☑ MAP Growth (content-specific)

Page Last Modified: 02/11/2020

Grade Six (Departmentalized) Measure and Assessment(s)

Grade six departmentalized with uniform measure and assessment(s) across core subjects

Grade 6: Measure Type

School- or program-wide

Grade 6: School- or Program-Wide Measure

School- or program-wide results

Grade 6: Assessment Type(s)

☑ Third party assessment(s)

Grade 6: Third Party Assessment(s)

☑ MAP Growth (content-specific)

Page Last Modified: 02/11/2020

Grade Seven

Please identify below whether grade seven instruction is common branch or departmentalized; indicate which of the three available measure types will be used for grade seven teachers; and then choose the specific measure, corresponding assessment type(s), and applicable assessment(s).

An individually attributed SLO measure

> Teacher and course-specific

- Teacher and course-specific results:scores and ratings will be based on the growth of students in the teacher's course in the current school year.

A collectively attributed SLO measure

> School- or program-wide

- School- or program-wide results:scores and ratings will be based on the growth of all students in a school or programwho take the applicable assessments in the current school year.
- School- or program-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers' coursesin the current school year.
- School- or program-wide linked results scores and ratings will be based on the growth of students enrolled in the teacher's course in the current school year taking assessments in other grades/subjects.

> District- or BOCES-wide

- District- or BOCES-wide results:scores and ratings will be based on the growth of all students across buildings/programs in an LEAwho take the applicable assessments in the current school year.
- District- or BOCES-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers' courses across buildings/programs in an LEAin the current school year.

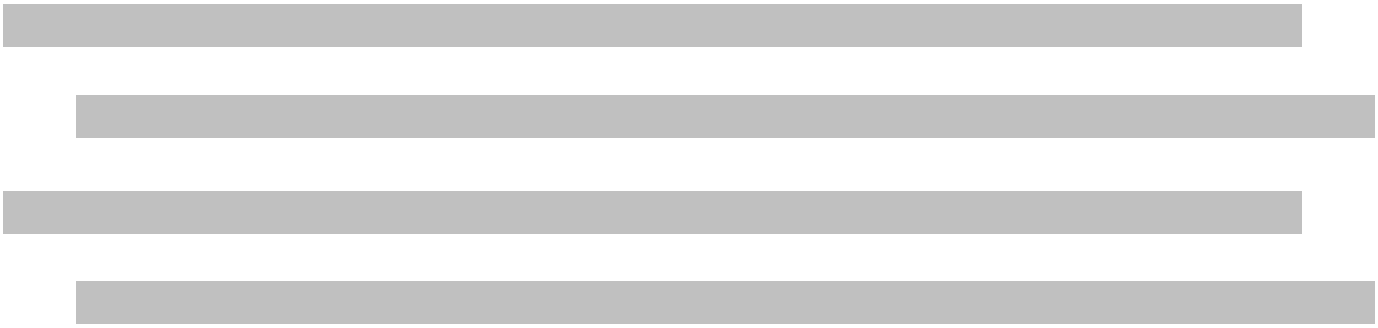
Please choose the option that best describes grade seven in your LEA.

☑ Departmentalized - all core subjects use the same measure and assessment(s)

Page Last Modified: 02/11/2020

Grade Seven (Departmentalized) Measure and Assessment(s)

Grade seven departmentalized with uniform measure and assessment(s) across core subjects



Page Last Modified: 02/11/2020

Grade Eight Measures and Assessme

Please identify below whether grade eight instructi measure types will be used for grade eight teachers; and then choose the s

An individually attributed SLO measure

> Teacher and course-specific

- Teacher and course-specific results:scores and ratings will be based on t

A collectively attributed SLO measure

> School- or program-wide

- School- or program-wide results:scores and ratings will be based on the growth of all students in a in the current school year.
- School- or program-wide group or team results: scores and ratings for a group or team of teachers will be based group/team of teachers' course1da 1 Tf2EMC /P <1 571_30 1 Tf -</MC2aiiB4 m -194.91221in the current schoo13.688r.
  :scores enr/P <rmand ratis will be based on the growth of studentsEACHERS: Required Stu Td (Scho-16.72ow.)Tj EMC1_30or prouor te

  : scores and ratings for a group or team of teachers will be base32on the growth of

Page Last Modified: 02/11/2020

Grade Eight (Departmentalized) Measure and Assessment(s)

Grade eight departmentalized with uniform measure and assessment(s) across core subjects

Grade 8: Measure Type

School- or program-wide

Grade 8: School- or Program-Wide Measure

School- or program-wide results

Grade Eight: Assessment Type(s)

☑ State or Regents assessment(s)

Grade Eight: State or Regents Assessment(s)

☑ All Regents given in LEA

Page Last Modified: 02/11/2020

High School English Language Arts

Note: Additional high school English courses may be included in the “Other Courses” section.

Please identify below whether all high school ELA teachers use the same type of measure and assessment(s) or if the measures and assessments vary by grade level; indicate which of the three available measure types will be used for high school ELA teachers; and then choose the specific measure, corresponding assessment type(s), and applicable assessment(s).

An individually attributed SLO measure

> Teacher and course-specific

- Teacher and course-specific results: scores and ratings will be based on the growth of students in the teacher’s course in the current school year.

A collectively attributed SLO measure

> 1t43w>BDCsTj gram-wide

- 1t43w>BDCsTj gram-wide results: scores and ratings will be based on the growth of all students in a school CsTj gramwho take the applicable assessments in the current school year.
- 1t43w>BDCsTj gram-wide groupDCsTteam results: scores and ratings for a groupDCsTteam of teachers will be based on the growth of students in the group/team of teachers’ coursesin the current school year.
- 1t43w>BDCsTj gram-wide linked results: scores and ratings will be based on the growth of students enrolled in the teacher’s course in the current school year taking assessments in other grades/subjects.

> DistrictBDCsTBOCES-wide

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- DistrictBDCsTBOCES-wide results: scores and ratings will be based on the growth of students across buildings/j grams in an LEAwho take the applicable assessments in the current school year.
- DistrictBDCsTBOCES-wide groupDCsTteam results: scores and ratings for a groupDCsTteam of teachers will be based on the growth of students in the group/team of teachers’ courses across buildings/j grams in an LEAin the current school year.

Please indicate whether grades 9 through 12 ELA teachers use the same type of measure and assessment(s) or if the measures and assessments vary by grade level.

☑

Page Last Modified: 02/11/2020

High School Regents Science

Note: Additional high school science courses may be included in the “Other Courses” section.

Please identify below whether all high school Regents science teachers use the same type of measure and assessment(s) or if the measures and assessments vary by course; indicate which of the three available measure types will be used for high school Regents science teachers; and then choose the specific measure, corresponding assessment type(s), and applicable assessment(s).

An individually attributed SLO measure

> Teacher and course-specific

- Teacher and course-specific results:scores and ratings will be based on the growth of students in the teacher’s course in the current school year.

A collectively attributed SLO measure

> School- or program-wide

- School- or program-wide results:scores and ratings will be based on the growth of all students in a school or programwho take the applicable assessments in the current school year.
- School- or program-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers’ coursesin the current school year.
- School- or program-wide linked results: scores and ratings will be based on the growth of students enrolled in the teacher’s course in the current school year taking assessments in other grades/subjects.

> District- or BOCES-wide

- District- or BOCES-wide results:scores and ratings will be based on the growth of all students across buildings/programs in an LEAwho take the applicable assessments in the current school year.
- District- or BOCES-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers’ courses across buildings/programs in an LEAin the current school year.

Please indicate whether high school Regents science teachers use the same measure or assessment(s) or if the measures and assessments vary by grade level.

☑ All high school Regents science teachers use the same type of measure and assessment(s)

Page Last Modified: 02/11/2020

High School Regents Social Studies: Measures and Assessments

Note: Additional high school social studies courses may be included in the “Other Courses” section.

Please identify below whether all high school Regents social studies teachers use the same type of measure and assessment(s) or if the measures and assessments vary by course; indicate which of the three available measure types will be used for high school Regents social studies teachers; and then choose the specific measure, corresponding assessment type(s), and applicable assessment(s).

An individually attributed SLO measure

> Teacher and course-specific

- Teacher and course-specific results:scores and ratings will be based on the growth of students in the teacher’s course in the current school year.

A collectively attributed SLO measure

> School- or program-wide

- School- or program-wide results:scores and ratings will be based on the growth of all students in a school or programwho take the applicable assessments in the current school year.
- School- or program-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers’ coursesin the current school year.
- School- or program-wide linked results: scores and ratings will be based on the growth of students enrolled in the teacher’s course in the current school year taking assessments in other grades/subjects.

> District- or BOCES-wide

- District- or BOCES-wide results:scores and ratings will be based on the growth of all students across buildings/programs in an LEAwho take the applicable assessments in the current school year.
- District- or BOCES-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers’ courses across buildings/programs in an LEAin the current school year.

Please indicate whether high school Regents social studies teachers use the same measure or assessment(s) or if the measures and assessments vary by grade level.

☑ All high school Regents social studies teachers use the same type of measure and assessment(s)

Annual Professional Performance Review - Education Law §3012-d, amended in 2019

Task 2. TEACHERS: Required Student Performance - Other Courses

Page Last Modified: 02/11/2020

Other Courses

Please identify below the 'other courses' in your LEA; indicate which of the six available measures will be used for for each group of teachers; and then choose the specific measure, corresponding assessment type(s), and applicable assessment(s).

An individually attributed SLO measure

> Teacher and course-specific

- Teacher and course-specific results:scores and ratings will be based on the growth of students in the teacher's course in the current school year.

A collectively attributed SLO measure

> School- or program-wide

- School- or program-wide results:scores and ratings will be based on the growth of all students in a school or programwho take the applicable assessments in the current school year.
- School- or program-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers' coursesin the current school year.
- School- or program-wide linked results: scores and ratings will be based on the growth of students enrolled in the teacher's course in the current school year taking assessments in other grades/subjects.

> District- or BOCES-wide

- District- or BOCES-wide results:scores and ratings will be based on the growth of all students across buildings/programs in an LEAwho take the applicable assessments in the current school year.
- District- or BOCES-wide group or team results: scores and ratings for a group or team of teachers will be based on the growth ofstudents in the group/team of teachers' courses across buildings/programs in an LEAin the current school year.

Complete the following, as applicable, for all 'other teachers' in additional grades/subjects (you may combine into one course listing any groups of teachers for whom the measureand 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 5-7: assessment(s) used

Follow the examples below to list other courses.

	(1) lowest grade	(2) highest grade	(3) subject	(4) measure	(5-7) assessment(s)
All Other Courses	K	12	All courses not named above	District- or BOCES-wide results	ELARegents, Algebra IRegents
K-3 Art	K	3	Art	Teacher and course-specific results	Questar III BOCES
Grades 9-12 English Electives	9	12	English Electives	School- or program-wide egents, Algebra	

Annual Professional Performance Review - Education Law §3012-d, amended in 2019

Task 2. TEACHERS: Required Student Performance - Other Courses

Page Last Modified: 02/11/2020

Grade	Grade To	Subject	Measure	State or Regents	Locally-developed Course-Specific	Third Party
						☑
				☑		

Page Last Modified: 02/11/2020

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 percentage of Student Performance category attributed to the Required subcomponent willbe locally determined.

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.

Page Last Modified: 02/11/2020

Optional Student Performance Subcomponent

For guidance on the Optional subcomponent of the Student Performance measure, see NYSED APPR Guidance.

Percentage of Student Performance category to be locally determined 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 LEA and be a locally selected measure of student growth or achievement based on State-created or -administered assessments or State-designed supplemental assessments.

Options for measures and associated assessments include:

- Option (A) A second SLO, provided that this SLO is different than that used in the required subcomponent;
- Option (B) A growth score based on a statistical growth model, where available, for either State-created or -administered assessments or State-designed supplemental assessments;
- Option (C) A measure of student growth, other than an SLO, based on State-created or -administered assessments or State-designed supplemental assessments;
- Option (D) A performance index based on State-created or -administered assessments or State-designed supplemental assessments;
- Option (E) An achievement benchmark on State-created or -administered assessments or State-designed supplemental assessments; or
- Any other collectively bargained measure of student growth or achievement included in the LEA's evaluation plan.

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, amended in 2019

Task 4. TEACHERS: Observations - Rubric and Scoring

Page Last Modified: 02/11/2020

Please check each of 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 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.

Teacher Observation Scoring Bands

The overall Observation score will be converted into a HEDI rating based on locally determined ratings consistent with the ranges listed.

	Overall Observation Category Score and Rating	
	Minimum	Maximum
H	3.5 to 3.75	4.0
E	2.5 to 2.75	3.49 to 3.74
D	1.5 to 1.75	2.49 to 2.74
I	0.00*	1.49 to 1.74

* In the event that an educator earns a score of 1 on all rated components of the practice rubric across all observations, a score of 0 will be assigned. *

Page Last Modified: 02/11/2020

Please choose 0.00 as the minimum value and select a maximum value between 1.49 and 1.74 for the Ineffective range.

	Minimum Rubric Score	Maximum Rubric Score
Ineffective:	0.00	1.49

Page Last Modified: 02/11/2020

Teacher Observation Subcomponent Weighting

Required Subcomponent 1: Observations by Principal(s) or Other Trained Administrators
- At least 80% of the Teacher Observation category score

Required Subcomponent 2: 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 LEA is granted an annual Rural/Single Building Independent Evaluator Hardship Waiver by the Department, this subcomponent will be satisfied through th use of one or more evaluators selected and trained by the LEA, who are different than the evaluator(s) who conducted the observation(s) required to be performe the principal/supervisor or other trained administrator. If the LEA is granted an annual Undue Burden Independent Evaluator Hardship Waiver by the Department this subcomponent will be satisfied through the processes described in that application.

Please indicate the weight of each observation type and be sure the total of the weights indicated equals 100%.

Principal/Administrator [Required]	Independent Evaluator(s) [Required]	Peer Observer(s) [Optional]	Grades and subjects for which Peer Observers will be used
90%	10%	0% (N/A)	(No Response)

Observation Assurances

Please check all of the boxes below.

- ☑ 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; and/or 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 at least one of the required observations will be unannounced.

Required Subcomponent 1: Observations by Principal(s) or Other Trained Administrators

At least one observation must be conducted by building principal or other trained administrator and at least one of the required observations must be unannounced (across both required subcomponents).

Page Last Modified: 02/11/2020

Please also check each of the following boxes.

- ☑ Assure that if the LEA is granted an annual Rural/Single Building District 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, the second observation(s) shall be conducted by one or more evaluators selected and trained by the LEA, 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(c)(1)(ii)(a) of the Rules of the Board of Regents.
- ☑ Assure that if the LEA 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 LEA's approved Section 3012-d APPR plan, the provisions of the approved waiver will apply. See Section 30-3.4(c)(1)(ii)(b) of the Rules of the Board of Regents.

Page Last Modified: 02/11/2020

Optional Subcomponent: Observations by Trained Peer Observer(s)

If selected, at least one observation must be conducted by trained peer observer(s).

- Peer teachers are trained and selected by the LEA.
- Trained peer teachers must have received an overall rating of Effective or Highly Effective in the prior school year.
- Observations may occur in person or by live or recorded video, as determined locally.

Indicate the minimum number of unannounced and announced observations by trained peer observer(s), as well as the method of observation, in the table below.
If the optional subcomponent will not be used, please indicate "N/A" for the minimum number and "N/A" for the observation method for both unannounced and announced observations for "All Teachers."

TEACHERS Indicate whether the number and method selected applies to all teachers or to a subgroup of teachers.	SUBGROUP If "Subgroup of Teachers" is selected in the previous column, indicate which teachers the number and method selected applies to; otherwise, enter "N/A." For additional subgroups, add another row.	UNANNOUNCED Minimum Number of Observations	UNANNOUNCED Observation Method	ANNOUNCED Minimum Number of Observations	ANNOUNCED Observation Method
All Teachers (enter 'N/A' in the next column)	NA	0	N/A	0	N/A

Peer Observation Assurances

Please check all of the boxes below.

- ☑ Assure that peer observers, as applicable, will be trained and selected by the LEA.
- ☑ Assure that, if observations are being conducted by trained peer observers, these teachers received an overall rating of Effective or Highly Effective in the previous school year.

Page Last Modified: 08/02/2019

Category and Overall Ratings

Page Last Modified: 08/02/2019

Additional Requirements

For more information on the additional requirements for teachers, see NYSED APPR Guidance.

Teacher Improvement Plan Assurances

Please check each of the boxes below.

- ☑ Assure that the LEA will formulate and commence implementation of a Teacher Improvement Plan (TIP) for all teachers who receive an overall rating of Developing or Ineffective 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.

Teacher Improvement Plan Form Submitted

Page Last Modified: 06/16/2020

Appeal Assurance

Please check the box below.

☑ Assure the LEA has collectively bargained appeal procedures that are consistent with the regulations and that they provide for the timely and expeditious resolution of an appeal.

Appeals

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

(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 StudentPerformance category, but rated Highly Effective ontheObservationcategory based on an anomaly, as determined locally;

(2) the LEA'sadherence to the standards and methodologies required for such reviews, pursuant to Education Law§3012-d;

(3) the adherence to the regulations of the Commissioner and compliance with any applicable locally negotiated procedures, as required under Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents; and

(4)the LEA's issuance and/or implementation of the terms of the teacher improvement plan, as required under Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents.

Page Last Modified: 06/16/2020

Describe the procedure for ensuring that appeals of annual performance evaluations will be resolved in a timely and expeditious manner.

The following procedures are the exclusive means for initiating, reviewing and resolving any and all challenges and appeals related to a tenured teacher's annual professional performance review. The procedures contained herein are not available to probationary teachers.

The grievance and/or arbitration procedures in any negotiated agreement shall not be used to appeal or review a tenured teacher's annual professional performance review. To the extent that a conflict exists between a negotiated agreement and this procedure, the terms and conditions of this procedure shall prevail and be applied.

Any changes made to this appeals process must be both agreed to by all parties and approved by the Commissioner as part of a material change request.

1. A tenured teacher who receives a rating of "ineffective" or "developing" may appeal his or her performance review. Ratings of "highly effective" or "effective" cannot be appealed.

1. A tenured teacher may appeal the substance/rating of the Annual Professional Performance Review; which shall include the following:

- in the instance of a teacher rated Ineffective on the Student Performance Category but rated Highly Effective on the Observation/School Visit Category based on an anomaly, as determined locally.

1. the District's failure to adhere to the standards and methodologies required for the Annual Professional Performance Review, pursuant to Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents;

1. the District's failure to comply with applicable locally negotiated procedures

2. the District's failure to issue and/or implement the terms of the Teacher Improvement Plan, where applicable, as required under Education Law §3012-d and this plan.

An evaluation that is the subject of an appeal shall not be sought to be offered in evidence or placed in evidence in any proceeding conducted pursuant to Education Law section 3020-a and 3020-b or any locally negotiated alternate disciplinary procedure until the appeal process is concluded.

Nothing shall be construed to authorize a teacher to commence the appeal process prior to receipt of his or her Overall HEDI Rating from the district.

A teacher may not file multiple appeals regarding the same performance review/teacher improvement plan. All grounds for appealing a particular performance review/teacher improvement plan must be raised within the same appeal. Any grounds not raised at the time the appeal is filed shall be deemed waived. The entire appeals process will be timely and expeditious as required by Regents Rules section 30-3.12.

Stage 1: All appeals must be submitted in writing to the evaluator when the teacher receives his/her annual professional performance review, which must include the Overall HEDI Rating. The evaluator will inform the superintendent and the PBTA President that an appeal has been filed. When filing the appeal, the teacher must submit a detailed written description of the specific areas of disagreement over his/her end of year performance review. Any information not submitted by this time shall not be considered. The end of the year performance review and/or teacher improvement plan being challenged must also be submitted with the appeal.

The evaluator, or his/her designee, who issued the performance review or was or is responsible for either the issuance and/or implementation of the terms of the teacher's improvement plan, a meeting will take place between the evaluator and the teacher, to discuss the identified areas of disagreement and to attempt to come to a resolution of those issues. The teacher may have Union representation at this meeting if desired. The evaluator or designee shall bring to the meeting any source documents upon which he or she has relied in developing the performance review that is being appealed. The failure, by the teacher, to meet with the evaluator within this time frame shall result in a waiver of the teacher's right to appeal that performance review unless an extension has been granted, however the process will still remain timely and expeditious in accordance with Educational Law 3012-d. The failure of the evaluator or designee to meet within this time frame or extension shall result in the performance review being null and void. If the teacher or evaluator or their designee can not come to an agreement they then can move to stage 2.

Stage 2: A teacher wishing to file a stage 2 appeal concerning a teacher performance review must file the appeal in writing to the office of the Superintendent of Schools afterthe teacher has metwith the evaluator during the stage 1 appeal to discuss his/her concerns with the performance review. The failure to submit an appeal to the Superintendent of Schoolsshall result in a waiver of the teacher's right to appeal that performance review.

A teacher will submit, in writing (e-mail or other electronic submissions are not permitted), to the Superintendent or his/her designee, a detailed description of the precise point(s) of disagreement over his or her performance review, along with any and all additional documents or written materials that he or she believes are relevant to the resolution of the appeal. Any such additional information not submitted at the time the appeal is filed shall not be considered in the deliberations related to the resolution of the appeal.

A review panel consisting of the Superintendent of Schools, the President of the Port Byron Teachers' Association, an administrative team representative other than the assigned evaluator and another teacher chosen by the PBTA President will review statements from the evaluator and the appealing teacher. The decision will be rendered in writing. The review panel's decision shall be final and binding and may not be reviewed or appealed further. In the event that a resolution can't be reached by consensus, the matter shall proceed to stage 3. The teacher bears the burden of proving by substantial evidence the merits of his/her appeal.

Stage 3: The Superintendent shall issue a written decision on the merits of the appeal no later than thirty (30) calendar days from the date the appeal hearing ends. If the Superintendent sustains the appeal he/she shall issue an appropriate remedy. If the Superintendent dismisses or denies the appeal,

Page Last Modified: 04/13/2020

Training Assurance

Please check the box below.

☑ The LEA 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.

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 approximate 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.

The Superintendent will ensure that all evaluators (evaluators, lead evaluators, and independent observers) have been trained and certified in accordance with regulation. The district will utilize BOCES Evaluator Training and Certification. Lead Evaluators, evaluators, and independent observer training will include training on the nine required elements of Regents Rules 30-3.10.

The Superintendent will ensure that all evaluators participate in annual training and are re-certified on an annual basis by the Board of Education. The BOCES Evaluator training will be utilized to provide the training and recertification. Training will include an approximate of three half day sessions annually in support of the above mention areas. Inter-rater reliability will be assessed through the training process as participants will be required to collect evidence, align the evidence to the rubric, and score sample teacher performance. Each evaluator will be required to maintain records verifying their participation in the training program. These records, along with a sampling of the evaluator's work , will be used to certify and re-certify all evaluators. Any individual evaluatorwho fails to achieve required training or certification or re- certification, as applicable, shall not conduct or complete evaluations.

Page Last Modified: 04/13/2020

Required Student Performance Subcomponent

For guidance on the Required subcomponent of the Student Performance category, see NYSED APPR Guidance.

100% of the Student Performance category if only the Required subcomponent is used or locally determined if the Optional subcomponent is selected.

Required Student Performance Measures

Student performance for prinicpals may be measured by either a student learning objectives (SLO) or an Input Model where the principal's overall rating shall be determined based on evidence of principal practice that promotes student growth related to the Leadership Standards.

STUDENT LEARNING OBJECTIVES

For guidance on SLOs, see NYSED SLO Guidance.

SLO measures may be either individually attributed or collectively attributed.

Individually attributed measures

An individually attributed SLO is based on the learning outcomes of a student population within the principal's building or program.

> Principal and building/program-specific

- Principal and building/program-specific results:scores and ratings will be based on the growth of students in the principal's building/program in the current school year.

Collectively attributed measures

A collectively attributed SLO is based on a student population across multiple buildings/programs of similar grade configurationor across multiple building/programs where the learning activities of one building/programindirectly contributeto student learning outcomes in another building/program. When determining whether to use a collectively attributed SLO, the LEA should consider:

- identifying which measures and assessments could be used to encourage partnerships or teams where there is an opportunity for a collective impact on student learning;
- identifying which assessments could be used to help foster and support an LEA'sfocus on a specific priority area(s);
- the impact on the LEA's ability to make strong and equitable inferences regarding an individual educator's effectiveness; and
- when using multiple measures, the appropriate weight of each measure that reflects individually and collectively attributed results.

> District- or BOCES-wide

- District- or BOCES-wide results:scores and ratings will be based on the growth of all students across buildings/programs in an LEAwho take the applicable assessments in the current school year.
- District- or BOCES-wide group or team results: scores and ratings for a group or team of principals will be based on the growth ofstudents in the group/team of principals' buildings/programs in an LEAin the current school year.

ASSESSMENTS

Any of the measures above may be used with one or more of the following assessment types.

- State assessment(s):

  Assessment(s) that are selected from the list of State-approved:

- third party assessments; or
- locally-developed assessments(district-, BOCES- or regionally-developed).

INPUT MODEL

Selection of the Input Model will require:

Page Last Modified: 04/13/2020

Applicable Principals [1]

If different measure(s) and assessment(s), as applicable, will be used for different grade configurations/programs, each mustbe described on a separate page. Complete this section for the first combination of measure(s) and assessment(s), as applicable, then use the checkbox at the bottom to add the next combination.

Use the table below to list the grade configurations of the building(s)/program(s) for the principal(s) who will be evaluated using the measure and assessment(s), as applicable, included in the following sections.

Grade From	Grade To
K	6

Principal Measures [1]

Please indicate how student performance will be measured for the principals listed above, then choose the specific measure, corresponding assessment type(s) and assessment(s), as applicable.

Student performance based on a Student Learning Objective (SLO)

An individually attributed SLO measure

> Principal and building/program-specific

- Principal and building/program-specific results:scores and ratings will be based on the growth of students in the principal's building/program in the current school year.

A collectively attributed SLO measure

> District- or BOCES-wide

- District- or BOCES-wide results:scores and ratings will be based on the growth of all students across buildings/programs in an LEAwho take the applicable assessments in the current school year.
- District- or BOCES-wide group or team results: scores and ratings for a group or team of principals will be based on the growth ofstudents in the group/team of principals' buildings/programs in an LEAin the current school year.

Student Performance based on an Input Model

An input model uses evidence of principal practice that promotes student growth related to the Leadership Standards.

Selection of the Input Model will require:

- adescription of the areas of principal practice that will be evaluated;
- adescription of how the selected areas of principal practice promote student growth;
- adescription of the evidence of student growth and principal practice that will be collected; and
- a description of how the district will use the evidence to differentiate effectiveness resulting in a score from 0 to 20 and ratings of Highly Effective, Effective, Developing, or Ineffective.

All Principals: Measure Type

Student Learning Objective (SLO)

Student Learning Objective

Please choose the type of SLO applicable to the principals listed above.

Principal and building/program-specific results

Principal Assessments [1]

Please select the assessment type(s) and specific assessment(s) that will be used with the selected measure.Assessments shouldonly be selected if applicable to t he

measure indicated.

Principals: Assessment Type(s)

☑ Third party assessment(s)

Principals: Third Party Assessment(s)

☑ MAP Growth (content-specific)

Additional Principals

Please be sure all principals in your LEA are included in Task 7.

☑ Check this box to list additional principal(s) who will be evaluated using a different measure and assessment(s) included in this section.

Page Last Modified: 04/13/2020

Applicable Principals [2]

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measure indicated.

Principals: Assessment Type(s)

☑ State or Regents assessment(s)

Principals: State or Regents Assessment(s)

☑ All Regents given in LEA

Page Last Modified: 02/11/2020

Optional Student Performance Subcomponent

For guidance on the Optional subcomponent of the Student Performance category,see NYSED APPR Guidance.

Percentage of Student Performance category to be locally determined if selected.

Such second measure shall apply in a consistent manner, to the extent practicable, across all programs or buildings with the same grade configuration in the LEA and be a locally selected measure of student growth or achievement based on State-created or -administered assessments or State-designed supplemental assessments.

Options for measures and associated assessments include:

- Option (A) A second SLO, provided that this SLO is different than that used in the required subcomponent;
- Option (B) A growth score based on a statistical growth model, where available, for either State-created or -administered assessments or State-designed supplemental assessments;
- Option (C) A measure of student growth, other than an SLO, based on State-created or -administered assessments or State-designed supplemental assessments;
- Option (D) A performance index based on State-created or -administered assessments or State-designed supplemental assessments;
- Option (E) An achievement benchmark on State-created or -administered assessments or State-designed supplemental assessments;
- Option (F) Four, five, or six-year high school graduation rates;
- Option (G) An input model where the principal's overall rating shall be determined based on evidence of principal practice that promotes student achievement related to the Leadership Standards; or
- Any other collectively bargained measure of student growth or achievement included in the LEA’s evaluation plan.

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.

Page Last Modified: 02/11/2020

Principal School Visit Category

For guidance on the Principal School Visit category, see NYSED APPR Guidance.

Principals' professional performance shall be evaluated based on a State-approved rubric using multiple sources of evidence collected and incorporated into the school visit protocol. Where appropriate, such evidence may be aligned to building or district goals; provided, however, that professional goal-setting may not be used as evidence of teacher or principal effectiveness. Such evidence shall reflect school leadership practice aligned to the Leadership Standards and selected practice rubric.

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	If more than one rubric is utilized, please indicate the group(s) of principals each rubric applies to.
Marshall's Principal Evaluation Rubric	(No Response)

Rubric Assurances

Please check all of the boxes below.

☑

Page Last Modified: 02/11/2020

	Minimum Rubric Score	Maximum Rubric Score
Developing:	1.50	2.49

Please choose 0.00 as the minimum value and select a maximum value between 1.49 and 1.74 for the Ineffective range.

	Minimum Rubric Score	Maximum Rubric Score
Ineffective:	0.00	1

Page Last Modified: 02/11/2020

Principal School Visit Subcomponent Weighting

Required Subcomponent 1: School visits by Supervisor(s) or Other Trained Administrators
- At least 80% of the Principal School Visit category score

Required Subcomponent 2: 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 Principal(s)
- No more than 10% of the Principal School Visit category score when selected

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

* If the LEA is granted an annual Rural/Single Building District 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 LEA, who are different than the evaluator(s) who conducted the school visit(s) required to performed by the Superintendent/supervisor or their designee. If the LEA is granted an annual Undue Burden Independent Evaluator Hardship Waiver by the Department, this subcomponent will be satisfied through the processes described in that application.

Please indicate the weight of each school visit type and be sure the total of the weights indicated equals 100%.

Supervisor/Administrator [Required]	Independent Evaluator(s) [Required]	Peer School Visit(s) [Optional]	Grade configurations for which Peer School Visits will be used
90%	10%	0% [N/A]	(No Response)

School Visit Assurances

Please check all of the boxes below.

- ☑ 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; and/or 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 at least one of the required school visits will be unannounced.
- ☑ Assure that school visits will not be conducted via video.

Required Subcomponent 1: School Visits by Supervisor(s) or Other Trained Administrators

At least one school visit must be conducted by supervisor or other trained administrator and at least one of the required school visits must be unannounced (across both required subcomponents).

- LEAs may locally determine whether to use more than one school visit by superintendent or other trained administrator.
- Nothing shall be construed to limit the discretion of a board of education or superintendent of schools from conducting additional school visits for non-evaluative purposes.
- The frequency and duration of school visits are locally determined.
- School visits may not occur by live or recorded video.

Indicate the minimum number of unannounced and announced school visits by supervisor(s) or other trained administrators in the table below.

Page Last Modified: 02/11/2020

PRINCIPALS Indicate whether the number and method selected applies to all principals or to a subgroup of principals.	SUBGROUP If "Subgroup of Principals" is selected in the previous column, indicate which principals the number and method selected applies to; otherwise, enter "N/A." For additional subgroups, add another row.	UNANNOUNCED Minimum Number of School Visits	ANNOUNCED Minimum Number of School Visits
All Principals (enter 'N/A' in the next column)	NA	1	2

Required Subcomponent 2: School Visits by Impartial Independent Trained Evaluator(s)*

At least one school visit must be conducted by impartial independent trained evaluator(s) and at least one of the required school visits must be unannounced (across both required subcomponents).

- Impartial independent trained evaluators are trained and selected by the LEA.
- They may be employed within the LEA but may not be assigned to the same school building as the principal being evaluated. This could include other administrators, department chairs/directors, or peers, so long as they are not from the same building (defined as same BEDS code) as the principal being evaluated.
- LEAs may locally determine whether to use more than one school visit by impartial independent trained evaluator(s).
- The frequency and duration of school visits are locally determined.
- School visits may not occur by live or recorded video.

* If the LEA is granted an annual Rural/Single Building District 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 LEA, who are different than the evaluator(s) who conducted the school visit(s) required to performed by the Superintendent/supervisor or their designee. If the LEA is granted an annual Undue Burden Independent Evaluator Hardship Waiver by the Department, this subcomponent will be satisfied through the processes described in that application.

Indicate the minimum number of unannounced and announced school visits by impartial independent trained evaluator(s) in the table below.

PRINCIPALS Indicate whether the number and method selected applies to all principals or to a subgroup of principals.	SUBGROUP If "Subgroup of Principals" is selected in the previous column, indicate which principals the number and method selected applies to; otherwise, enter "N/A." For additional subgroups, add another row.	UNANNOUNCED Minimum Number of School Visits	ANNOUNCED Minimum Number of School Visits
All Principals (enter 'N/A' in the next column)	NA	1	0

Independent Evaluator 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 independent evaluator(s) will be trained and selected by the LEA.

Page Last Modified: 02/11/2020

Optional Subcomponent: School Visits by Trained Peer Principal(s)

If selected, at least one school visit must be conducted by trained peer principal(s).

- Peer principals are trained and selected by the LEA.
- Trained peer principals must have received an overall rating of Effective or Highly Effective in the prior school year.
- School visits may not occur by live or recorded video.

Indicate the minimum number of unannounced and announced school visits by trained peer principal(s) in the table below.

If the optional subcomponent will not be used, please indicate "N/A" for the minimum number for both unannounced and announced school visits for "All Principals."

PRINCIPALS Indicate whether the number and method selected applies to all principals or to a subgroup of principals.	SUBGROUP If "Subgroup of Principals" is selected in the previous column, indicate which principals the number and method selected applies to; otherwise, enter "N/A." For additional subgroups, add another row.	UNANNOUNCED Minimum Number of School Visits	ANNOUNCED Minimum Number of School Visits
All Principals (enter 'N/A' in the next column)	NA	N/A	N/A

Peer Principal School Visit Assurances

Please check all of the boxes below.

- ☑ Assure that peer principal(s), as applicable, will be trained and selected by the LEA.
- ☑ Assure that, if school visits are being conducted by trained peer principal(s), these principal(s) received an overall rating of Effective or Highly Effective in the previous school year.

Page Last Modified: 06/16/2020

Appeal Assurance

Please check the box below.

☑ Assure the LEA has collectively bargained appeal procedures that are consistent with the regulations and that they provide for the timely and expeditious resolution of an appeal.

Appeals

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

(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 studentperformance category, but rated Highly Effective on the school visit category based on an anomaly, as determined locally;

(2) the LEA's adherence to the standards and methodologies required for such reviews, pursuant to Education Law§3012-d;

(3) the adherence to the regulations of the Commissioner and compliance with any applicable locally negotiated procedures, as required under Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents; and

(4) the LEA's issuance and/or implementation of the terms of the principal improvement plan, as required under Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents.

Page Last Modified: 06/16/2020

Describe the procedure for ensuring that appeals of annual performance evaluations will be resolved in a timely and expeditious manner.

A principal who receives an overalleffectiveness rating of “ineffective” or “developing” may appeal his/her performance review. Ratings of “highly effective” or “effective” cannot be appealed.

Nothing in this section shall be construed to alter or diminish the authority of the governing body of a district to grant or deny tenure to or terminate probationary building principals during the pendency of an appeal pursuant to this section for statutorily and constitutionally permissible reasons, including theprincipal's performance that is subject of the appeal. In addition, appeal procedures shall not cause a principal to acquire tenure when an evaluation appeal is pending.

In order to implement the requirements of N.Y. Education Law 3012-d, the District and the Association hereby agree as follows:

1. Where and to the extent applicable, the Annual Professional Performance Review of principals shall be a significant factor for employmentdecisions and principal development, and will be subject to any procedures, which may in the future be negotiated by the District and the Association. Any changes made to this appeals process must be both agreed to by all parties and approved by the Commissioner as part of a material change request.
2. A unit member holding the position of principal may appeal only the substance of the Annual Professional Performance Review, the District’s adherence to the standards and methodologies required for such review, and the District’s compliance with its procedures for conducting the Annual Professional Performance Review, or its issuance and/or implementation of the terms of the Principal Improvement Plan.

Only tenured principals may file an appeal. Non-tenured principals will have the right to add a response to the annual evaluation, which will be kept in his/her personnel file with the annual evaluation. Only “ineffective” or “developing” ratings may be appealed. A principal 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.

The principal bringing an appeal has the burden of demonstrating a clear legal right to the relief requested and the burden of establishing that there is no substantial evidence upon which to base the District's conclusion. The burden of proof shall be by preponderance of the evidence.

Such appeal must be submitted in writing to the Superintendent. The writing must explain in detail the specific basis for the appeal, and provide any documents in support of the appeal. The appeal must be submitted within ten (10) calendar days of the principal’s receipt of the final Annual Professional Performance Review or Principal Improvement Plan, which is the subject of the appeal, or it is deemed waived. Within ten (10) calendar days of receipt of the appeal, the Superintendent will provide the principal with a written response.The entire appeals process will be timely and expeditious as required by Regents Rules section 30-3.12.

Upon receipt of the written appeal, the Superintendent and PBAA President shall mutually agree on a hearing officer who has been trained in the selected rubric within ten (10) calendar days receipt of the appeal. The hearing officer shall be provided with a copy of the written appeal and any written response from the Superintendent within ten (10) calendar days of appointment. The hearing officer shall render a decision based on the written submissions, this APPR Plan, and Education Law §3012-d and any implementing regulations. The hearing officer shall issue a written decision within thirty (30) days after receiving such written appeal. The hearing officer’s decision shall be final, binding, and unreviewable.

The costs of the hearing officer shall be shared equally by the parties.

Page Last Modified: 02/11/2020

Principal Evaluation Assurances

Please check all of the boxes below.

- ☑ Assure that the LEA 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 Section 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 locally-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 the LEA shall compute and provide principals with their APPR 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.

Assessment Assurances

Please check all of the boxes below.

- ☑ 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 scoring of those assessments.

Data Assurances

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 LEA provides an opportunity for every classroom teacher to verify the subjects and/or student rosters assigned to them.
- ☑ Assure scores for all principals will be reported to NYSED for each subcomponent, as well as the overall rating, as per NYSED requirements.
- ☑ Assure that procedures for ensuring data accuracy and integrity are being utilized.

Teacher Improvement Periodic Review Meeting Notes

Date	Comments	Teacher/Evaluator Initials

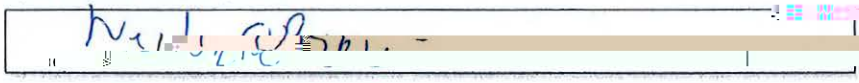
visits;

- Assure that it is possible for a teacher or principal to obtain each point in the scoring ranges, including 0, for each subcomponent and that the LEA shall ensure that the process by which weights and scoring ranges are assigned to subcomponents and categories is transparent and available to those being evaluated before the beginning of each school year;
- Assure that if a second measure for the Student Performance category is locally selected, then the same locally selected measures of student growth or achievement will be used across all classrooms in the same grade/subject for teachers, or similar building configurations/programs for principals, in the LEA, to the extent practicable;
- Assure that all growth targets represent a minimum of one year of expected growth;
- Assure that any material changes to this APPR Plan will be submitted to the Commissioner for approval by March 1 of each school year;
- Assure that the LEA will provide the Department with any requested data to conduct annual monitoring pursuant to Subpart 30-3 of the regulations;
- 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 of the grade does not exceed, in the aggregate, one percent of the minimum in required annual instructional hours for such classroom or program of the grade; and
- Assure that the amount of time devoted to test preparation under standardized testing conditions for each grade does not exceed, in the aggregate, two percent of the minimum required annual instructional hours for such grade. Time devoted to teacher administered classroom quizzes or exams, portfolio reviews, or performance assessments shall not be counted towards the limits established by this subdivision. In addition, formative and diagnostic assessments shall not be counted towards the limits established by this subdivision and nothing in this subdivision shall be construed to supersede the requirements of a section 504 plan of a qualified student with a disability or federal law relating to English language learners or the individualized education program of a student with a disability.

Signatures, dates

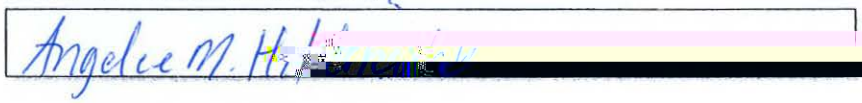
Superintendent Signature: Date:

Superintendent Name (print):



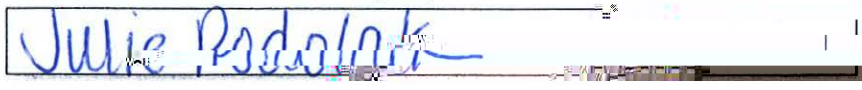
Teachers Union President Signature: Date:

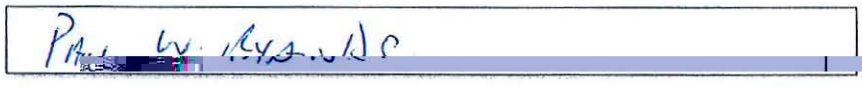
Teachers Union President Name (print):



Administrative Union President Signature: Date:

Administrative Union President Name (print):



Board of Education President Signature: Date:

Board of Education President Name (print):