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Date: August 16, 2022  
To: Superintendent Receivers of Schools under Receivership Status  
From: Dr. Ray Giamartino, Jr., Assistant Commissioner   
Re: 2022-2023 Performance Management & Progress Reporting

The New York State Education Department (“the Department”) remains committed to ensuring equitable access to high quality educational programs and SEL-based services for all students. As such, the Department’s Office of Innovation and School Reform (OISR) is continuing a Progress Reporting and Performance Management Technical Assistance and Support Process for Schools under Receivership for the 2022-2023 school year.

**Purpose**

The purpose of these progress reports is to assist the school community, Commissioner, and Board of Regents in determining the extent to which schools under Receivership are on track to achieve their Demonstrable Improvement Indicators (DIIs) and how well districts and/or educational partnership organizations (EPOs) are utilizing school-level data to monitor and adjust improvement plan processes and implementation.

**Process**

The process will consist of a minimum of two on-site *Technical Assistance Support and Collaborative Review Sessions* and two Performance Review e-conferences.

For schools in Receivership, the submission of quarterly reports by a Superintendent Receiver are required per Commissioner’s Regulations §100.19. Reporting submissions for 2022-2023 require four quarterly reports with applicable due dates as follows:

<i>Quarterly Reporting*</i>	<i>Quarter Start Date</i>	<i>Quarter End And Report Submission Due Date</i>
Quarter 1 Report	July 21, 2022	October 31, 2022
Quarter 2 Report/Mid-Year Report	Nov. 1, 2022	January 31, 2023
Quarter 3 Report	Feb. 1, 2023	April 28, 2023
Quarter 4 Report/Continuation Report	April 29, 2023	July 21, 2023

\*Quarterly Reports are to be submitted to OISR via email at [oisr@nysed.gov](mailto:oisr@nysed.gov).

Performance review sessions will be held with Superintendent Receivers, EPOs, and/or district- and building-level leadership and personnel (i.e., Principals, Instructional Coaches, Teachers on Special Assignment) directly involved in the oversight and support of the Receivership School.

Participants should have explicit knowledge of the school systems, processes, and key drivers of improvement, with a targeted focus on school improvement as well as the district level supports being provided to help the school meet DI progress targets for the 2022–2023 school year. The Superintendent Receiver or District EPO Team will identify key strategies utilized to drive improvement. Such shall include an outline of how building data is guiding the improvement process, and how the district is progress monitoring to ensure the school will meet demonstrable improvement progress targets for the 2022-2023 school year in the key areas including, but not limited to:

- Increasing (student) average daily attendance and reducing chronic absenteeism.
- Improving student grade-level achievement and growth.
- Identifying specific areas of strength and challenges encountered during the improvement process.
- Assessing the degree to which the school climate is safe and conducive to learning.

### **Public Hearing Requirements for Receivership Schools**

In accordance with Commissioner's Regulations §100.19(c)(1)(iii), a school under Receivership is required to hold a public meeting or hearing within 30 calendar days of the first day of student attendance each school year to discuss the school's performance. Public meetings or hearings must be offered in the form of a documentable advertised in-person format where constituent/community engagement affords input and information exchange. Such does not preclude the district from offering, but not holding in singular form, e-access to same such hearings that are simultaneous to the in-person/live hearing. If such a 'hybrid' option is hosted by the school/district, those accessing the session electronically must be afforded the same ability for information receipt and exchange and allowed the provision to share their voice in real-time as is the case with those in physical attendance.

### **Guidance**

Each school/district must:

- Maintain records of the above, including artifacts and evidence of public meetings and hearings, and make such available to the District's Lead OISR Liaison following the completion of each hearing.
- Provide timely notice of dates, times, locations, and e-links of such sessions to the school/district community and their Lead OISR liaison.

If you have questions, please feel free to contact your district's Lead OISR Liaison or send an email to [OISR@nysed.gov](mailto:OISR@nysed.gov). Thank you for your advocacy, partnership, and collegiality as we continue to work to improve educational outcomes and ensure equitable access to high quality programs and SEL-based services to all students.

c: Jason Harmon, Deputy Commissioner, NYSED P-12 Operations  
Amanda Lester, OISR Associate, NYSED  
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