



Our Students. Their Moment.

New York State's Teacher and Principal Evaluation System Education Law §3012-d

**Review Room Training
Task 4: "Teacher Observation Category"**



Module Objectives

- Learn how to complete Task 4 of an APPR plan, which covers Teacher Observations.

Task 4 Overview:

- A. Selecting a Rubric
- B. Assurances
- C. Process for Weighting Domains/Subcomponents of Rubric
- D. Calculating Observation Ratings
- E. Teacher Observation Subcomponent Weighting
- F. Observations



A. Selecting a Rubric

- In Task 4.1, the district/BOCES should select the rubric(s) used for Teacher Observations.
- If the same rubric will be used for all teachers, “N/A” should be selected from the dropdown menu for Rubric 2.

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. If your district has been granted a variance by NYSED through the variance process, select "district variance" from the menu.

If your district/BOCES is using an additional rubric, please select the rubric from the second menu below. If your district/BOCES will not use a second rubric, please select "N/A" from the end of the drop-down menu. (Note: Any district/BOCES may use multiple rubrics, as long as the same rubric is used for all classroom teachers in a grade/subject across the district/BOCES.)

Rubric 1

Danielson's Framework for Teac ▾

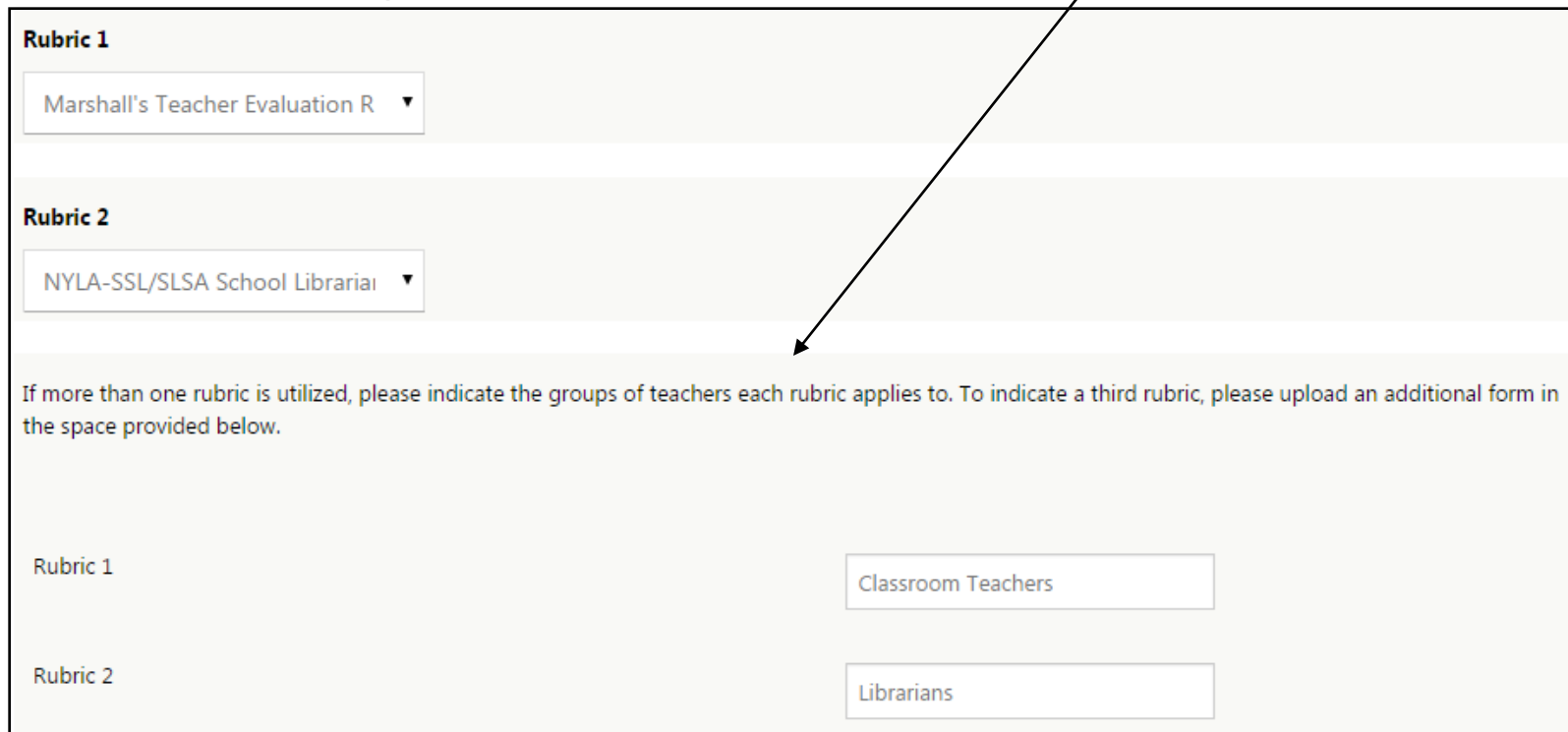
Rubric 2

N/A ▾

Choose the rubric name from the dropdown menu

A. Selecting a Rubric

- Any district/BOCES may use multiple rubrics, as long as the same rubric is used for all classroom teachers in a grade/subject across the district/BOCES.
- If more than one rubric is chosen, the district/BOCES should indicate the group of teachers that each rubric applies to.



Rubric 1

Marshall's Teacher Evaluation R ▾

Rubric 2

NYLA-SSL/SLSA School Librarian ▾

If more than one rubric is utilized, please indicate the groups of teachers each rubric applies to. To indicate a third rubric, please upload an additional form in the space provided below.

Rubric 1	Classroom Teachers
Rubric 2	Librarians

A. Selecting a Rubric

- If the district/BOCES decides to use a third rubric, “Form 4.1” should be downloaded by clicking on the link within Task 4.1.
- To complete the form, the district/BOCES must include the name of the rubric and the applicable group of teachers.
- The district/BOCES will then upload the completed form to Task 4.1 using the “Choose File” button.

[Click here for a downloadable copy of Form 4.1 \(MS Word\)](#). The completed form should be uploaded below.

Choose File No file chosen



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B. Assurances

- All assurances are mandatory.
- In Task 4, assurances are included in Tasks 4.2, 4.4, and 4.6.
- Be sure to always read, understand, and check all assurances.

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.

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C. Process for Weighting Domains/Subcomponents of Rubric

- In Task 4.3, the district/BOCES must describe the process used for weighting the observable domains/subcomponents of the rubric(s) selected in Task 4.1.

4.3) Process for Weighting Rubric Domains/Subcomponents

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

All observable domains will be weighted equally and averaged.



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D. Calculating Observation Ratings

- Task 4.4 presents the parameters for scoring ranges prescribed by the Commissioner in Subpart 30-3 of the Rules of the Board of Regents for each of the rating categories.

	Overall Observation Category Score and Rating	
	<i>Minimum</i>	<i>Maximum</i>
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	1.49 to 1.74

D. Calculating Observation Ratings

- The district/BOCES must input the minimum and maximum values for the locally-determined ranges using the dropdown menus provided.
- Be sure that there are no overlaps or gaps in the 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	3.75	4.00
Effective	2.75	3.74
Developing	1.75	2.74
Ineffective	0.00	1.74

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E. Teacher Observation Subcomponent Weighting

- In Task 4.5, the district/BOCES must input the weighting of subcomponents of the Teacher Observation category:
 - required principal observation(s);
 - required independent evaluator observation(s); and
 - optional peer observation(s), as applicable.

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%

	Principal - required	Independent Evaluator(s) - required	Peer Observer(s) - optional
Indicate the weighting of each subcomponent:	80% ▼	10% ▼	10% ▼

- If the Optional subcomponent will not be used, choose “N/A” from the dropdown menu.
- The total of the three subcomponents must equal 100%.

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F. Observations

- The district/BOCES must list the number of observations by principals (required), independent evaluators (required), and, as applicable, peer observers (optional), first for probationary teachers, then for tenured teachers.

4.7) Number of Observations

Probationary Teachers

Indicate the number of unannounced and announced observations for each observation type in the boxes below (e.g., minimum of 2, 5). If the Optional Peer Observation subcomponent will not be used, please indicate, "N/A".

	Principal - required	Independent Evaluator(s) - required	Peer Observer(s) - optional
Unannounced	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="N/A"/>
Announced	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="N/A"/>

Tenured Teachers

Indicate the number of unannounced and announced observations for each observation type in the boxes below (e.g., minimum of 2, 5). If the Optional Peer Observation subcomponent will not be used, please indicate, "N/A".

	Principal - required	Independent Evaluator(s) - required	Peer Observer(s) - optional
Unannounced	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="N/A"/>
Announced	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="N/A"/>

- At least one of the required observations must be unannounced.

F. Observations

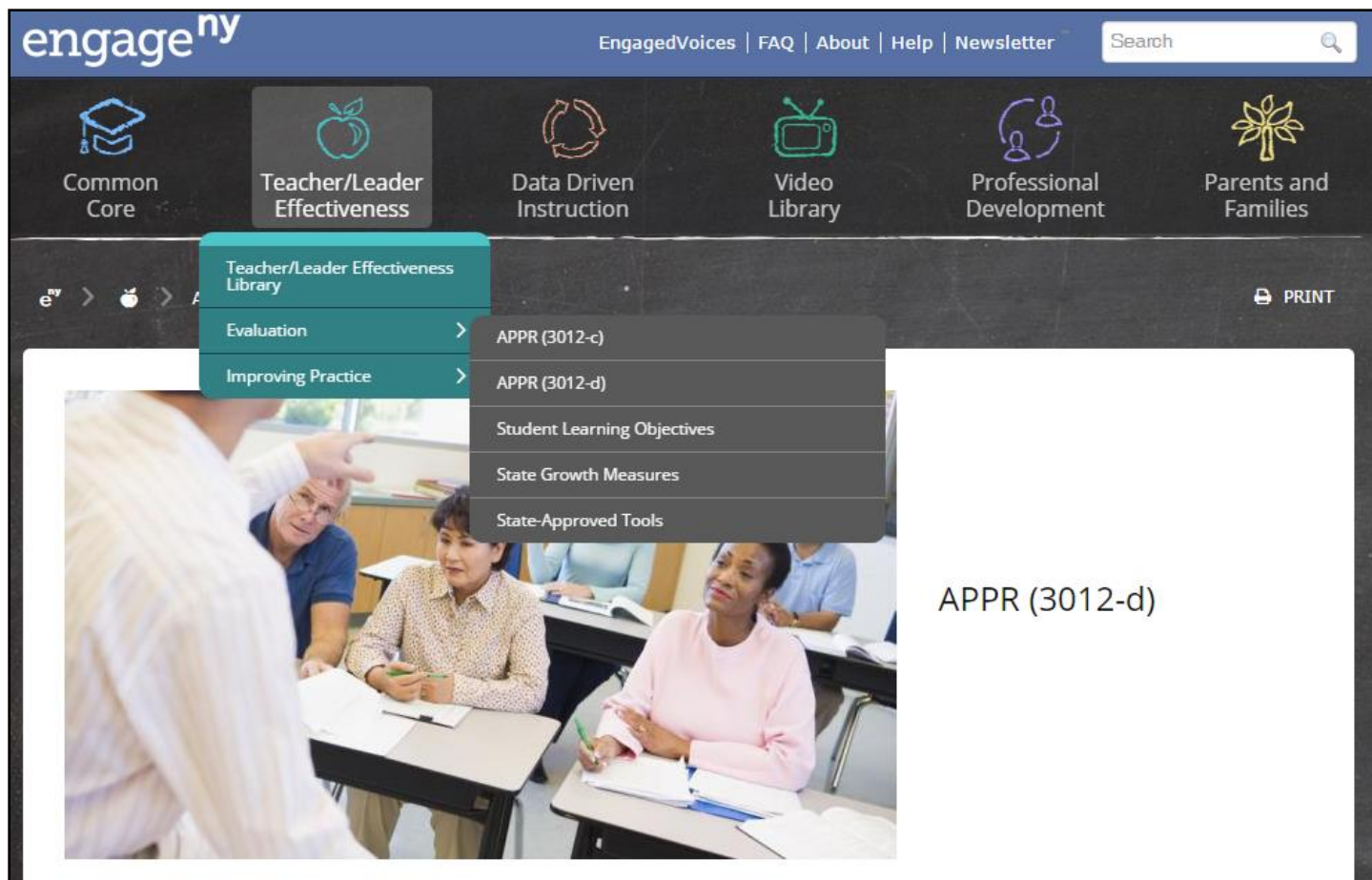
- In Task 4.8 the district/BOCES must indicate the method in which observations will be carried out by principals, independent evaluators, and optional peer observers first for probationary, then for tenured teachers.
- The district/BOCES may select “In Person,” “By Video,” or “Both.”

	Principal - required	Independent Evaluator(s) - required	Peer Observer(s) - optional
Will unannounced observations of teachers be done in person, by video, or both?	In Person ▼	N/A ▼	N/A ▼
Will announced observations of teachers be done in person, by video, or both?	Both ▼	By Video ▼	N/A ▼

- If the optional peer observers will not be used, “N/A” should be selected from the dropdown menu.
- Be sure that selections are consistent with the number of announced and unannounced observations indicated in Task 4.7.
 - In the example shown, independent evaluators will not be conducting unannounced observations, therefore, “N/A” is selected.

Conclusion

For additional resources please visit the APPR (3012-d) page on EngageNY: <https://www.engageny.org/resource/appr-3012-d>.



The screenshot displays the EngageNY website interface. At the top, the EngageNY logo is on the left, and navigation links for EngagedVoices, FAQ, About, Help, and Newsletter are on the right. A search bar is also present. Below the header, a row of icons represents various resources: Common Core, Teacher/Leader Effectiveness, Data Driven Instruction, Video Library, Professional Development, and Parents and Families. The Teacher/Leader Effectiveness icon is highlighted, and a dropdown menu is open, showing the following options: Teacher/Leader Effectiveness Library, Evaluation, and Improving Practice. The Evaluation and Improving Practice options have right-pointing chevrons. A secondary dropdown menu is open under Improving Practice, listing: APPR (3012-c), APPR (3012-d), Student Learning Objectives, State Growth Measures, and State-Approved Tools. The APPR (3012-d) option is highlighted. Below the navigation menu, there is a large image of a classroom scene with a teacher and students. To the right of the image, the text "APPR (3012-d)" is displayed. A "PRINT" button is visible in the top right corner of the content area.