§3012-d Removal of the NYS Grade Four Science Assessment Supplemental Form (Material Change)

Jennifer Gaffney-Goodnough, Superintendent
Sackets Harbor Central School District
215 S. Broad Street
Sackets Harbor, NY 13685

Dear Superintendent Gaffney-Goodnough:

Congratulations. I am pleased to inform you that the Removal of the NYS Grade Four Science Assessment Supplemental Form you submitted meets the criteria outlined in Subpart 30-3 of the Commissioner’s Regulations and has been approved as a material change to your currently approved Educator Evaluation Plan. As a reminder, we are relying on the certifications and assurances that are part of your approved Educator Evaluation plan and those found in the Supplemental Form for Alternate SLOs. If any additional changes need to be made to your approved plan, your district/BOCES must submit a new plan 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 teachers’ or principals’ 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
Commissioner

Attachment

c: Stephen Todd
PLEASE NOTE:

In April 2019, the Governor signed into law an amendment to Education Law 3012-d. Those statutory changes allow a school district/BOCES to continue to implement its currently approved Educator Evaluation plan, including the transition measures that are to replace any measures based on the grades three through eight English language arts and mathematics State tests, until such time as its existing collective bargaining agreement expires and until entry into a successor agreement.

Accordingly, your district/BOCES may continue to implement its currently approved plan, including the measures described in the Supplemental Form for Removal of NYS Grade 4 Science, until such time that as a new collective bargaining agreement is entered into between the district/BOCES and its bargaining units.

Until such time as your district/BOCES receives approval of a new Educator Evaluation plan consistent with the requirements of Education Law 3012-d as amended by the Laws of 2019, teachers and principals must continue to be provided with their Educator Evaluation scores and ratings calculated based on the measures in your currently approved Educator Evaluation plan without any modifications, substitutions, or replacements.

Only documents that are incorporated by reference in your Educator Evaluation plan have been reviewed and are considered as part of your district’s/BOCES’ approved Educator Evaluation plan; therefore, any supplemental documents such as memorandums of agreement or understanding that were uploaded with your plan but not incorporated by reference have not been reviewed. However, the Department reserves the right to review the uploaded attachments at any time for consistency with your Educator Evaluation plan and/or to ensure compliance with applicable laws and regulations; and as a result of such review, the Department may reject your Educator Evaluation plan and/or require corrective action.
Instructions

The purpose of this form is to describe the measures and assessments that will be used to complete the student performance category of an LEA’s Educator Evaluation Plan for teachers and principals whose evaluations are based in whole, or in part, on the NYS Grade Four Science Assessment. To make any other changes to a currently approved evaluation plan, please submit a material change using the "Educator Evaluation - Ed Law §3012-d, amended in 2019" form.

The New York State Grade Four Science Assessment was discontinued at the conclusion of the 2021-22 school year. The New York State Elementary Science Assessment (grade five) will be implemented beginning in the 2023-24 school year.

If the NYS Grade Four Science Assessment is used in an LEA’s Educator Evaluation plan, the LEA must indicate which assessment(s) will be used beginning in the 2022-23 school year for applicable educators.

Use the following pages to select the measures and assessments that will be used beginning in the 2022-23 school year for all educators whose evaluation includes the NYS Grade Four Science Assessment per the currently approved evaluation plan.

*Note* The measures indicated on this form will become a part of the LEA’s evaluation plan once approved by the Commissioner. They will apply beginning in the 2022-23 school year and remain applicable until a material change is made to the currently approved evaluation plan.
Applicable Teachers

There are two types of applicable teachers this form can be used to address:

- Teachers whose SLOs are based on multiple assessments including the NYS Grade Four Science Assessment.
- Teachers whose SLOs are based ONLY on the NYS Grade Four Science Assessment.

Please make an appropriate selection below.

You may choose the first option if it addresses all teachers whose SLOs are based on the NYS Grade Four Science assessment.

However, if you are replacing the assessments in your group measures with new or different assessments, or if you have a teacher whose SLO is based only on the NYS Grade Four Science assessment, then you must select the second option.

- [ ] ALL teachers whose SLOs are based on the NYS Grade Four Science Assessment also include one or more other assessments; the Grade Four Science Assessment will be removed from the measure and only the remaining assessment(s) will be used beginning in the 2022-23 school year. (Proceed to Task 7. Principals: Required Student Performance)
- [✓] The NYS Grade Four Science Assessment will be removed and replaced with new assessment(s) for applicable teachers beginning in the 2022-23 school year.
- [ ] The NYS Grade Four Science Assessment is not included in the currently approved Evaluation plan for any teacher. (Proceed to Task 7. Principals: Required Student Performance)
Teachers: Measures and Assessments

MEASURES

*SLO measures may be either individually attributed or collectively attributed.*

Individually attributed measures

An individually attributed SLO is based on the student population of a course for which the teacher directly contributes to student learning outcomes.

> *Individually attributed results:* scores and ratings will be based on the growth of students in the teacher’s course in the current school year.

Collectively attributed measures

A collectively attributed SLO is based on a student population across multiple sections of the same course or across multiple courses where more than one teacher either directly or indirectly contributes to student learning outcomes. 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 teachers have an opportunity to collectively impact student learning;
- identifying which assessments could be used to help foster and support the LEA’s focus 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.

> *Collectively attributed results:* scores and ratings will be based on the growth of all students in a school or program or students across buildings/programs in an LEA who take the applicable assessments in the current school year.

> *Collectively attributed group or team results:* scores and ratings for a group or team of teachers will be based on the growth of students in the group/team of teachers’ courses or students in the group/team of teachers’ courses across buildings/programs in an LEA in the current school year.

> *Collectively attributed 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.

ASSESSMENTS

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

- 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).

Using the table below, please first select a measure and assessment(s) that will be used beginning in the 2022-23 school year, then indicate the applicable course(s).

Please be sure to make selections for ALL applicable teachers that use the NYS Grade Four Science Assessment in the currently approved plan.
### Educator Evaluation - Removal of Grade Four Science Assessment

#### Task 2. TEACHERS: Required Student Performance - Teachers: Measures and Assessments

Page Last Modified: 10/04/2022

<table>
<thead>
<tr>
<th>Measure</th>
<th>State or Regents Assessment(s)</th>
<th>Locally-Developed Course-Specific Assessment(s)</th>
<th>Third Party Assessment(s)</th>
<th>Applicable Course(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Collectively attributed results</td>
<td>☐ All Regents given in LEA</td>
<td></td>
<td></td>
<td>☐ All courses that use the NYS Grade Four Science Assessment included in the currently approved plan</td>
</tr>
</tbody>
</table>

#### Non-core/Elective Courses

This table should only be used if all teachers of non-core/elective courses as listed in the currently approved plan that use the NYS Grade Four Science Assessment do not use the measures and assessments included in the table above.

If the "Non-core/Elective Courses" checkbox in the table above does not apply, please leave that box unchecked and use the table below to assign different measures and assessments to individual teachers from the "Non-core/Elective Courses" section of Task 2 in the currently approved plan that use the NYS Grade Four Science Assessment.

For non-core/elective courses indicate the following:

- 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.

<table>
<thead>
<tr>
<th>(1) lowest grade</th>
<th>(2) highest grade</th>
<th>(3) subject</th>
<th>(4) measure</th>
<th>(5-6) assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>K-3 Art</td>
<td>K</td>
<td>3</td>
<td>Art</td>
<td>Individually attributed results</td>
</tr>
<tr>
<td>Grades 9-12 English Electives</td>
<td>9</td>
<td>12</td>
<td>English Electives</td>
<td>Collectively attributed linked results</td>
</tr>
</tbody>
</table>

To add additional courses, click "Add Row".

#### HEDI Scoring Bands

| Highly Effective | Effective | Developing | Ineffective |

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Task 2. TEACHERS: Required Student Performance - Teachers: Measures and Assessments

Teachers with More Than One Growth Measure

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

There are two types of applicable principals this form can be used to address:

- Principals whose SLOs are based on multiple assessments including the NYS Grade Four Science Assessment.
- Principals whose SLOs are based ONLY on the NYS Grade Four Science Assessment.

Please make an appropriate selection below.

You may choose the first option if it addresses all principals whose SLOs are based on the NYS Grade Four Science assessment.

However, if you are replacing the assessments in your group measures with new or different assessments, or if you have a principal whose SLO is based only on the NYS Grade Four Science assessment, then you must select the second option.

- [ ] ALL principals whose SLOs are based on the NYS Grade Four Science Assessment also include one or more other assessments; the Grade Four Science Assessment will be removed from the measure and only the remaining assessment(s) will be used beginning in the 2022-23 school year. (Proceed to Certification)

- [ ] The NYS Grade Four Science Assessment will be removed and replaced with new assessment(s) for applicable principals beginning in the 2022-23 school year.

- [x] The NYS Grade Four Science Assessment is not included in the currently approved Evaluation plan for any principals. (Proceed to Certification)
Upload Statement of Assurances

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 this page only.

Please download the "Removal of Grade Four Science Assessment Assurances" from the list of documents on the left, obtain the required signatures, create a PDF file, and upload the signed and dated form.

Removal of Grade 4 Statement of Assurances SHCSD.pdf
Removal of Grade Four Science Assessment Supplemental Form: Statement of Assurances

Please complete the assurances and signatures below and upload this Statement of Assurances via the Removal of Grade Four Science Assessment supplemental form in the SED Monitoring and Vendor Performance System through the NYSED Business Portal.

Assurances

Please check the boxes below

☑ Assure that all information provided in the Removal of the NYS Grade Four Science Assessment supplemental form is true and accurate as of the date the form is submitted.

☑ Assure that, once this form is approved by the Department, it shall be considered part of the LEA’s currently approved Educator Evaluation plan beginning in the 2022-2023 school year.

☑ Assure that only those educators whose evaluations, per the LEA’s currently approved Educator Evaluation plan, are based, in whole or part, on the NYS Grade Four Science Assessment will be included on the Removal of the NYS Grade Four Science Assessment supplemental form and the measures and assessments described on such form shall be used to calculate the Student Performance scores/ratings for these educators.

☑ Assure that the educators for whom the Removal of the NYS Grade Four Science Assessment supplemental form applies shall continue to have their Observation/School Visit category scores and ratings and Overall Ratings determined consistent with the LEA’s currently approved Educator Evaluation plan.

☑ Assure that the educators for whom the Removal of the NYS Grade Four Science Assessment supplemental form does NOT apply will continue to have their Overall Rating calculated consistent with the LEA’s currently approved Educator Evaluation plan without modification.

☑ Assure that only the measures and assessments selected on the Removal of the NYS Grade Four Science Assessment Supplemental Form will be used to calculate the required subcomponent of the Student Performance category for the applicable educators beginning in the 2022-2023 school year.

☑ Assure that such modifications to the LEA’s Educator Evaluation plan made through the Removal of the NYS Grade Four Science Assessment supplemental form represent a permanent change to the LEA’s Educator Evaluation plan, and that future modifications to such plan must be made by submitting a material change to the Department for review and approval.

☑ Assure that, where applicable, collective negotiations have been completed on all provisions of this application that are subject to collective bargaining.

Signatures, dates

Superintendent Signature: Jennifer L. Graffney 10-5-22

Board of Education President Signature: Dale R. Ball 10/5/22

Teachers Union President Signature: Sean Haley 10/5/22

Administrative Union President Signature

Name (print)

Date
September 7, 2016

Frederick E. Hall, Jr., Superintendent
Sackets Harbor Central School District
215 S. Broad Street
Sackets Harbor, NY 13685

Dear Superintendent Hall:

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 Commissioner’s Regulations and has been approved. 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 teachers’ or principals’ 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,

MaryEllen Elia
Commissioner

Attachment

c: Stephen Todd
NOTE:
Pursuant to sections 30-2.14 and 30-3.17 of the Rules of the Board of Regents, during the 2015-16 through 2018-19 school years, your district/BOCES must calculate transition scores and ratings for teachers and principals that exclude the results of grades 3-8 ELA and math State assessments and any State-provided growth scores. For the 2016-17 through 2018-19 school years, your district/BOCES must establish alternate SLOs for affected teachers and principals who, as a result of the above exclusions, have no remaining measures in the Student Performance Category.

Only documents that are incorporated by reference in your APPR have been reviewed and are considered as part of your APPR; therefore, any supplemental documents such as memorandums of agreement or understanding that were uploaded with your APPR but are not incorporated by reference in your APPR have not been reviewed. However, the Department reserves the right to review the uploaded attachments at any time for consistency with your APPR plan and/or to ensure compliance with applicable laws and regulations; and as a result of such review, the Department may reject your APPR plan and/or require corrective action.
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
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.
### Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.1 (Assurances), 2.2 (4-8 ELA/Math)

<table>
<thead>
<tr>
<th>Grade</th>
<th>ELA</th>
<th>Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 5</td>
<td>State Assessment</td>
<td>Grade 5 ELA</td>
</tr>
<tr>
<td>Grade 6</td>
<td>State Assessment</td>
<td>Grade 6 ELA</td>
</tr>
<tr>
<td>Grade 7</td>
<td>State or Regents Assessment(s)</td>
<td>Grade 7 ELA</td>
</tr>
<tr>
<td>Grade 8</td>
<td>State or Regents Assessment(s)</td>
<td>Grade 8 ELA</td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th></th>
<th>Grade 3 ELA</th>
<th>Grade 3 Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Assessment</td>
<td>Grade 3 ELA</td>
<td>Grade 3 Math</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th></th>
<th>Grade 4 Science</th>
<th>Grade 8 Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>State or Regents Assessment(s)</td>
<td>Grade 4 Science</td>
<td>Grade 8 Science</td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>Regents Assessment</th>
<th>Global 2</th>
<th>US History</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Global 2</td>
<td>US History</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Regents Assessment</th>
<th>Living Environment</th>
<th>Earth Science</th>
<th>Chemistry</th>
<th>Physics</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Living Environment</td>
<td>Earth Science</td>
<td>Chemistry</td>
<td>Physics</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Regents Assessment(s)</th>
<th>Algebra I</th>
<th>Geometry</th>
<th>Algebra II/Trigonometry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Common Core Algebra</td>
<td>Common Core Geometry</td>
<td>Common Core Algebra II</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Measure</th>
<th>State or Regents Assessment(s)</th>
<th>Locally-Developed Course-Specific Assessment(s)</th>
<th>Third Party Assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 ELA</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>10 ELA</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>11 ELA</td>
<td>Teacher-specific results</td>
<td>☑ Common Core English</td>
<td></td>
</tr>
<tr>
<td>12 ELA</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>Measure</th>
<th>State or Regents Assessment(s)</th>
<th>Locally-Developed Course-Specific Assessment(s)</th>
<th>Third Party Assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>K ELA</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>K Math</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>1 ELA</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>1 Math</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>2 ELA</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>2 Math</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>Measure</th>
<th>State or Regents Assessment(s)</th>
<th>Locally-Developed Course-Specific Assessment(s)</th>
<th>Third Party Assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 Science</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>7 Science</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>6 Social Studies</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>7 Social Studies</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
<tr>
<td>8 Social Studies</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
</tr>
</tbody>
</table>

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.
<table>
<thead>
<tr>
<th>Measure</th>
<th>State or Regents Assessment(s)</th>
<th>Locally-Developed Course-Specific Assessment(s)</th>
<th>Third Party Assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Global 1</td>
<td>District- or BOCES-wide results</td>
<td>☐ All Regents given in building/district</td>
<td></td>
</tr>
</tbody>
</table>
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.

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

To add additional courses, click "Add Row".
<table>
<thead>
<tr>
<th>Grade From</th>
<th>Grade To</th>
<th>Subject</th>
<th>Measure</th>
<th>State or Regents Assessment(s)</th>
<th>Locally-developed Course-Specific Assessment(s)</th>
<th>Third Party Assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>K</td>
<td>12</td>
<td>Art</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>12</td>
<td>Business</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>12</td>
<td>Computer</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>12</td>
<td>Economics</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>12</td>
<td>Government</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>12</td>
<td>English Electives</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>12</td>
<td>Family and Consumer Science</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>12</td>
<td>Health</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>12</td>
<td>Languages Other Than English</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>12</td>
<td>Library</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>12</td>
<td>Math Electives</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>12</td>
<td>Music</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>12</td>
<td>Physical Education</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>12</td>
<td>Reading</td>
<td>District- or BOCES-wide results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2.11) HEDI Scoring Bands

<table>
<thead>
<tr>
<th></th>
<th>Highly Effective</th>
<th>Effective</th>
<th>Developing</th>
<th>Ineffective</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>20</td>
<td>19</td>
<td>18</td>
<td>17</td>
</tr>
<tr>
<td></td>
<td>97-100%</td>
<td>93-96%</td>
<td>90-92%</td>
<td>85-89%</td>
</tr>
</tbody>
</table>

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.
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.

<table>
<thead>
<tr>
<th>Measure</th>
<th>State or Regents Assessment(s)</th>
<th>Locally-Developed Course-Specific Assessment(s)</th>
<th>Third Party Assessment(s)</th>
<th>Applicable Course(s)</th>
</tr>
</thead>
</table>
| District- or BOCES-wide results | ☐ All Regents given in building/district | | | ☐ 3 ELA  
| | | | | ☐ 3 Math  
| | | | | ☐ 4 ELA  
| | | | | ☐ 4 Math  
| | | | | ☐ 5 ELA  
| | | | | ☐ 5 Math  
| | | | | ☐ 6 ELA  
| | | | | ☐ 6 Math  
| | | | | ☐ 7 ELA  
| | | | | ☐ 7 Math  
| | | | | ☐ 8 ELA  
| | | | | ☐ 8 Math  

2.11) HEDI Scoring Bands

| Highly Effective | Effective | Developing | Ineffective |
### 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.
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. |   |
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.

<table>
<thead>
<tr>
<th>Rubric Name</th>
<th>If more than one rubric is utilized, please indicate the group(s) of teachers each rubric applies to.</th>
</tr>
</thead>
<tbody>
<tr>
<td>NYSUT Teacher Practice Rubric</td>
<td>(No Response)</td>
</tr>
</tbody>
</table>

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.
Overall Observation Category Score and Rating

<table>
<thead>
<tr>
<th></th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>3.5 to 3.75</td>
<td>4.0</td>
</tr>
<tr>
<td>E</td>
<td>2.5 to 2.75</td>
<td>3.49 to 3.74</td>
</tr>
<tr>
<td>D</td>
<td>1.5 to 1.75</td>
<td>2.49 to 2.74</td>
</tr>
<tr>
<td>I</td>
<td>0</td>
<td>1.49 to 1.74</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Rating Category</th>
<th>Minimum Rubric Score</th>
<th>Maximum Rubric Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highly Effective</td>
<td>3.50</td>
<td>4.00</td>
</tr>
<tr>
<td>Effective</td>
<td>2.50</td>
<td>3.49</td>
</tr>
<tr>
<td>Developing</td>
<td>1.50</td>
<td>2.49</td>
</tr>
<tr>
<td>Ineffective</td>
<td>0.00</td>
<td>1.49</td>
</tr>
</tbody>
</table>

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%.
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

<table>
<thead>
<tr>
<th></th>
<th>Required - Principal/Administrator: Minimum observations</th>
<th>Required - Independent Evaluator(s): Minimum observations</th>
<th>Required - Independent Evaluator(s): Observation method</th>
<th>Optional - Peer Observer(s): Minimum observations</th>
<th>Optional - Peer Observer(s): Observation method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unannounced</td>
<td>0</td>
<td>1</td>
<td>In person</td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td>Announced</td>
<td>1</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### Probationary Teachers

<table>
<thead>
<tr>
<th></th>
<th>Required - Principal/Administrator: Minimum observations</th>
<th>Required - Independent Evaluator(s): Minimum observations</th>
<th>Required - Independent Evaluator(s): Observation method</th>
<th>Optional - Peer Observer(s): Minimum observations</th>
<th>Optional - Peer Observer(s): Observation method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unannounced</td>
<td>0</td>
<td>1</td>
<td>In person</td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td>Announced</td>
<td>2</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>N/A</td>
</tr>
</tbody>
</table>
5.1) Scoring Ranges

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

<table>
<thead>
<tr>
<th>Overall Student Performance Category Score and Rating</th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highly Effective (H)</td>
<td>18</td>
<td>20</td>
</tr>
<tr>
<td>Effective (E)</td>
<td>15</td>
<td>17</td>
</tr>
<tr>
<td>Developing (D)</td>
<td>13</td>
<td>14</td>
</tr>
<tr>
<td>Ineffective (I)</td>
<td>0</td>
<td>12</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Overall Observation Category Score and Rating</th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highly Effective (H)</td>
<td>3.5 to 3.75</td>
<td>4.0</td>
</tr>
<tr>
<td>Effective (E)</td>
<td>2.5 to 2.75</td>
<td>3.49 to 3.74</td>
</tr>
<tr>
<td>Developing (D)</td>
<td>1.5 to 1.75</td>
<td>2.49 to 2.74</td>
</tr>
<tr>
<td>Ineffective (I)</td>
<td>0</td>
<td>1.49 to 1.74</td>
</tr>
</tbody>
</table>

5.2) Scoring Matrix for the Overall Rating

<table>
<thead>
<tr>
<th>Student Performance Category</th>
<th>Teacher Observation Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highly Effective (H)</td>
<td>Highly Effective (H)</td>
</tr>
<tr>
<td>Effective (E)</td>
<td>Effective (E)</td>
</tr>
<tr>
<td>Developing (D)</td>
<td>Developing (D)</td>
</tr>
<tr>
<td>Ineffective (I)</td>
<td>Ineffective (I)</td>
</tr>
</tbody>
</table>

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.
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.

3819905-Final_TIP_for_Review_Room_3012-d_2016.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.
Describe the procedure for ensuring that appeals of annual performance evaluations will be handled in a timely and expeditious way.

A Teacher of Record may appeal on the following grounds:

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.

The Sackets Harbor Central School District APPR appeals process will be handled timely and expeditiously in accordance with Educational Law 3012-D in the following manner:

1. Once the HEDI APPR Composite Rating/TIP has been determined/received by the Teacher of Record, any ineffective or developing APPR Composite Rating/TIP will trigger a meeting of the Teacher of Record, Lead Evaluator, and an Association Representative (if desired by the Teacher of Record). This meeting will be held within ten (10) school days from the day that the results were received by the Teacher of Record. When the APPR Composite Rating/TIP is received in September, the 10 school days begin on the first day in September that the Teacher of Record is required to attend school. The meeting will identify and explain the rating and potential impact of the results. If the Teacher of Record questions the process used to obtain the APPR Composite Rating/TIP of ineffective or developing, the appeals process will be explained to him/her by a representative of the Association.

2. From the point of the previous meeting, the Teacher of Record will have up to five (5) school days to determine and submit an appeal to the District Office in care of the Superintendent.

3. Once a valid appeal has been received by the Superintendent, the following steps will be carried out until reconciliation.
   • The Teacher of Record and the Lead Evaluator will discuss the findings within five (5) school days of receipt of the Superintendent and will mutually determine within the same five school days if adjustments can/should be made to the HEDI Composite Rating/TIP.
   • If reconciliation has not been met, the APPR Appeals Committee will convene within five (5) school days of the previous meeting between the Teacher of Record and the Lead Evaluator and, with a majority vote, within the same five school days, render a final decision regarding the HEDI Composite Rating/TIP. The APPR Appeals Committee shall consist of the following:
     1. The Sackets Harbor Central School District Superintendent
     2. The Sackets Harbor Teachers’ Association President or his/her designee
     3. The School Superintendent and the Association President/designee will mutually agree upon a NYSUT Rubric trained evaluator from an outside District who will make up the third member of the Appeals Committee.

*Note: At no point can the Teacher of Record serve as the representative for the Association.

• The entire Appeals Record shall be part of the Teacher of Record’s APPR record.

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.

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.

Training and Certification of Lead Evaluators and Independent Evaluators

Lead Evaluators, Evaluators, and Independent Evaluators for the Sackets Harbor Central School District will be trained through the Jefferson, Lewis, Hamilton, Herkimer, and Oneida BOCES utilizing the NYSUT Rubric, 2011. Lead Evaluators, Evaluators, and Independent Evaluators will attend at least one training per school year for a minimum of six hours for initial certification and three hours for recertification. All training of Lead Evaluators, Evaluators, and Independent Evaluators will address the nine elements required by Subpart 30-3 of the Rules of the Board of Regents. Lead Evaluators, Evaluators, and Independent Evaluators of the Sackets Harbor Central School District ensure inter-rater reliability by evaluating all instructional staff informally and formally and comparing the results of the performance indicator ratings. Frequent discussion on all aspects of the New York State Teaching Standards and how it relates to teacher evaluation are had between the Lead Evaluators, Evaluators, and Independent Evaluators.

All Evaluators will be required to receive Sackets Harbor Central School Board of Education approval for certification/recertification through an annual resolution signifying their continuous professional development and training in all of the APPR components. All Evaluators will be re-certified annually and all new Evaluators will be trained and certified as required by law.

Note, the Sackets Harbor Central School District will not be using peer evaluators pursuant to Subpart 30-3 of the Rules of the Board of Regents.

6.7) Assurances: Teacher Evaluation

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.
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, 6-12, 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.*

<table>
<thead>
<tr>
<th>Grades K-6 Building</th>
<th>(1) lowest grade</th>
<th>(2) highest grade</th>
<th>(3) assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>K</td>
<td>6</td>
<td>NYS Grade 4 ELA, NYS Grade 5 ELA, NYS Grade 6 ELA, NYS Grade 4 Math, NYS Grade 5 Math, NYS Grade 6 Math</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades 7-12 Building</th>
<th>(1) lowest grade</th>
<th>(2) highest grade</th>
<th>(3) assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>12</td>
<td>All applicable Regents assessments which are used to generate the principal's State-provided growth score</td>
<td></td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>Grade From</th>
<th>Grade To</th>
<th>State or Regents Assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>K</td>
<td>12</td>
<td>✅ Grade 4 ELA</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ Grade 5 ELA</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ Grade 6 ELA</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ Grade 7 ELA</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ Grade 8 ELA</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ Grade 4 Math</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ Grade 5 Math</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ Grade 6 Math</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ Grade 7 Math</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ Grade 8 Math</td>
</tr>
<tr>
<td></td>
<td></td>
<td>✅ All applicable Regents assessments which are used to generate the principal's State-provided growth score</td>
</tr>
</tbody>
</table>

### 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.
### 7.3) HEDI Scoring Bands

<table>
<thead>
<tr>
<th></th>
<th>Highly Effective</th>
<th>Effective</th>
<th>Developing</th>
<th>Ineffective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 7.3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEDI Bands</td>
<td>20</td>
<td>19</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Percentage</td>
<td>97-100%</td>
<td>93-96%</td>
<td>90-84%</td>
<td>89-84%</td>
</tr>
<tr>
<td></td>
<td>75-79%</td>
<td>74-66%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td></td>
<td>67-60%</td>
<td>59-54%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td></td>
<td>55-49%</td>
<td>48-44%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td></td>
<td>39-34%</td>
<td>38-33%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td></td>
<td>29-25%</td>
<td>24-20%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td></td>
<td>17-13%</td>
<td>16-12%</td>
<td>%</td>
<td>%</td>
</tr>
<tr>
<td></td>
<td>9-5%</td>
<td>8-4%</td>
<td>%</td>
<td>%</td>
</tr>
</tbody>
</table>

### 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](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.
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.

<table>
<thead>
<tr>
<th>Configuration</th>
<th>(1) lowest grade</th>
<th>(2) highest grade</th>
<th>(3) measure</th>
<th>(4) assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grades K-2 Building</td>
<td>K</td>
<td>2</td>
<td>District- or BOCES-wide results</td>
<td>Common Core English, Common Core Algebra, Living Environment, Global 2, US History</td>
</tr>
<tr>
<td>Grades 11-12 Building</td>
<td>11</td>
<td>12</td>
<td>Principal-specific results</td>
<td>Common Core English, US History</td>
</tr>
</tbody>
</table>

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.
### 7.3) HEDI Scoring Bands

<table>
<thead>
<tr>
<th>Grade From</th>
<th>Grade To</th>
<th>Measure</th>
<th>State or Regents Assessment(s)</th>
<th>Locally-Developed Course-Specific Assessment(s)</th>
<th>Third Party Assessment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>K</td>
<td>12</td>
<td>Principal-specific results</td>
<td>☑ All Regents given in building/district</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 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](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.
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.
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.

<table>
<thead>
<tr>
<th>Rubric Name</th>
<th>If more than one rubric is utilized, please indicate the group(s) of principals each rubric applies to.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multidimensional Principal Performance Rubric</td>
<td>(No Response)</td>
</tr>
</tbody>
</table>

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.

Principal School Visit Scoring Bands
### Overall School Visit Category Score and Rating

<table>
<thead>
<tr>
<th>Rating</th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>3.5 to 3.75</td>
<td>4.0</td>
</tr>
<tr>
<td>E</td>
<td>2.5 to 2.75</td>
<td>3.49 to 3.74</td>
</tr>
<tr>
<td>D</td>
<td>1.5 to 1.75</td>
<td>2.49 to 2.74</td>
</tr>
<tr>
<td>I</td>
<td>0</td>
<td>1.49 to 1.74</td>
</tr>
</tbody>
</table>

#### 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.

<table>
<thead>
<tr>
<th>Rating</th>
<th>Minimum Rubric Score</th>
<th>Maximum Rubric Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highly Effective</td>
<td>3.50</td>
<td>4.00</td>
</tr>
<tr>
<td>Effective</td>
<td>2.50</td>
<td>3.49</td>
</tr>
<tr>
<td>Developing</td>
<td>1.50</td>
<td>2.49</td>
</tr>
<tr>
<td>Ineffective</td>
<td>0.00</td>
<td>1.49</td>
</tr>
</tbody>
</table>

#### 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%.
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

<table>
<thead>
<tr>
<th></th>
<th>Required - Supervisor/ Administrator: Minimum school visits</th>
<th>Required - Independent Evaluator(s): Minimum school visits</th>
<th>Optional - Peer Observer(s): Minimum school visits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unannounced</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Announced</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

### Probationary Principals

<table>
<thead>
<tr>
<th></th>
<th>Required - Supervisor/ Administrator: Minimum school visits</th>
<th>Required - Independent Evaluator(s): Minimum school visits</th>
<th>Optional - Peer Observer(s): Minimum school visits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unannounced</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Announced</td>
<td>2</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>Overall Student Performance Category Score and Rating</th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>18</td>
<td>20</td>
</tr>
<tr>
<td>E</td>
<td>15</td>
<td>17</td>
</tr>
<tr>
<td>D</td>
<td>13</td>
<td>14</td>
</tr>
<tr>
<td>I</td>
<td>0</td>
<td>12</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Overall School Visit Category Score and Rating</th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>3.5 to 3.75</td>
<td>4.0</td>
</tr>
<tr>
<td>E</td>
<td>2.5 to 2.75</td>
<td>3.49 to 3.74</td>
</tr>
<tr>
<td>D</td>
<td>1.5 to 1.75</td>
<td>2.49 to 2.74</td>
</tr>
<tr>
<td>I</td>
<td>0</td>
<td>1.49 to 1.74</td>
</tr>
</tbody>
</table>

10.2) Scoring Matrix for the Overall Rating

<table>
<thead>
<tr>
<th>Student Performance Category</th>
<th>Highly Effective (H)</th>
<th>Effective (E)</th>
<th>Developing (D)</th>
<th>Ineffective (I)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highly Effective (H)</td>
<td>H</td>
<td>E</td>
<td>D</td>
<td></td>
</tr>
<tr>
<td>Effective (E)</td>
<td>H</td>
<td>E</td>
<td>D</td>
<td></td>
</tr>
<tr>
<td>Developing (D)</td>
<td>E</td>
<td>E</td>
<td>D</td>
<td></td>
</tr>
<tr>
<td>Ineffective (I)</td>
<td>D*</td>
<td>D*</td>
<td>I</td>
<td></td>
</tr>
</tbody>
</table>

* 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.
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.

3850842-Principal_Improvement_Plan_3012-d_2016.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.
Describe the procedure for ensuring that appeals of annual performance evaluations will be handled in a timely and expeditious way.

Sackets Harbor Central School District APPR Principal APPEALS Process
Details of timely and constructive feedback provided to principals quarterly, the superintendent and principal will have a meeting regarding the principal’s performance as rated using the Multi-Dimensional Rubric and the collection of evidence. The summative evaluation, including composite effectiveness rating, will be provided to the Principal within three business days of the receipt by the Superintendent. The District will support the principal’s development and ensure that all individuals receive appropriate professional development. Everyone in the system should focus on the goal of student achievement, as per the APPR regulations. This will include keeping to the timelines set forth in this document.

1. RATINGS THAT MAY BE APPEALED
   1. A probationary principal may only appeal an APPR HEDI Composite rating and/or PIP of “Ineffective”.
   2. A tenured principal may only appeal an APPR HEDI Composite rating and/or PIP of “Ineffective” or “Developing”.
   3. grounds FOR APPEAL- The scope of an APPR rating appeal is limited to the following:
      1. The school district's/BOCES' adherence to the standards and methodologies required for such reviews, pursuant to Education Law §3012-d; and
      2. 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.

2. PROHIBITION AGAINST MULTIPLE APPEALS
   1. A principal may not file multiple appeals regarding the same APPR Composite HEDI rating or PIP. All grounds for appeal must be raised with specificity within the one appeal permitted for the APPR or PIP, as applicable. Any grounds not raised at the time the appeal is filed shall be deemed waived and cannot be pursued.

3. BURDEN OF PROOF
   1. In an appeal, the principal has the burden of demonstrating a clear legal right to the relief requested and the burden of establishing the facts upon which the principal seeks relief.

4. FILING AN APPEAL
   1. The first step of each appeal is to meet with the Evaluator within five school days after the HEDI Composite Rating is received. Should there be no resolution to the concerns raised by the principal, the outlined appeals process will ensue.
   2. All appeals must be submitted in writing no later than five (5) working days after the date on which the principal met with the Lead Evaluator. If the principal is challenging the issuance/implementation of a PIP, the appeal must be filed no later than five (5) working days of the issuance of the PIP or a breach of the implementation of the PIP. The appeal and supporting information must be filed with the Superintendent.
   3. The failure to file an appeal within the time frames specified shall constitute a waiver of the right to be appealed.
   4. When filing an appeal, the principal must submit a detailed written description of the specific areas of disagreement over the APPR rating being challenged, or the issuance/implementation of the terms of the PIP. Any documentation, materials or evidence in support of the challenge must be submitted with the appeal.
   5. Any information not submitted by the principal at the time the appeal is filed will not be considered.

5. DISTRICT’S RESPONSE TO AN APPEAL
   1. Within fifteen (15) working days of receipt of an appeal, the Superintendent of Schools must complete the response; including any and all documents or written materials specific to the point or points of disagreement that support the District’s response and are relevant to the resolution of the appeal.
   2. Any information that is not submitted at the time the response is filed shall not be considered in any deliberations related to the resolution of the appeal.
   3. The principal initiating the appeal shall receive a copy of the response filed by the District, as well as any and all additional information submitted with the response. If the principal is unavailable to personally receive the District’s response at the time it is filed, delivery of a copy of the District’s response to the principal may be accomplished by either (1) placing the District’s Response in a sealed envelope marked “confidential” at the location designated for the principal to receive mail at the District; (2) e-mail of a copy of the District’s Response to the principal at the principal’s District e-mail address.

6. REVIEW OF APPEAL
   1. For each APPR appeal filed under this appeals process, a panel shall be established that acts as the final authority on that appeal (the “Panel”). The Panel shall consist of:
      1. A Superintendent from one of the Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES (the “BOCES”) Component School Districts, selected by the Sackets Harbor Central School District’s Superintendent of Schools;
      2. An administrator from either the BOCES or one of the BOCES Component School Districts, selected by the appealing principal;
      3. A third individual, also a building or district administrator or superintendent of either the BOCES or one of the BOCES Component School Districts, selected by the BOCES Regional Office of Education;
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.

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

Training and Certification of Lead Evaluators, Evaluators, and Lead Evaluators
The Lead Evaluator, Evaluator, and Independent Evaluator of Principals at Sackets Harbor Central School will be trained through the Jefferson, Lewis, Hamilton, Herkimer, and Oneida BOCES. All Evaluators of Principals will attend at least one training per school year for a minimum of six hours for initial certification and three hours for recertification. All training for Evaluators of Principals will address the nine elements required by Subpart 30-3 of the Rules of the Board of Regents. All Evaluators of Principals in the Sackets Harbor Central School District will participate in a process for inter-rater reliability. All Evaluators of Principals will be required to receive Sackets Harbor Central School Board of Education approval through an annual resolution signifying their continuous professional development and training in all of the APPR components. All Evaluators will be Board of Education re-certified annually and all new Evaluators will be trained by the Jefferson-Lewis BOCES and Board of Education certified as required by 3012-D.

11.7) Assurances: Principal Evaluation

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
<table>
<thead>
<tr>
<th>Please check all of the boxes below.</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ 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.</td>
</tr>
<tr>
<td>☑ Assure that the district/BOCES provides an opportunity for every classroom teacher to verify the subjects and/or student rosters assigned to them.</td>
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<tr>
<td>☑ 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.</td>
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<tr>
<td>☑ Assure that enrolled students in accordance with policies for student assignment to schools and may not be excluded.</td>
</tr>
<tr>
<td>☑ Assure that procedures for ensuring data accuracy and integrity are being utilized.</td>
</tr>
</tbody>
</table>
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.

[Sackets Harbor Central APPR Certification Form 2016.pdf](#)
Sackets Harbor Central School Teacher Improvement Plan (TIP) Form

Teacher of Record: __________________________ Subject/Grade: ____________________  Lead Evaluator: ____________

HEDI Classification:  

| ___ Developing | ___ Ineffective |

A Teacher of Record receiving a HEDI Classification of Developing or Ineffective through an Annual Professional Performance Review will signal the need for the development and implementation of a Teacher Improvement Plan (TIP). Once the Teacher of Record has received his/her Overall APPR Composite Rating of Developing or Ineffective, a TIP shall be drafted within seven (7) school days. The Teacher of Record will share the draft with the District’s Lead Evaluator assigned to this teacher. Together, the Lead Evaluator and the Teacher of Record will make appropriate changes to the TIP.

A TIP will be formulated and implementation commenced no later than October 1 following the school year for which the teacher’s performance is being measured.

<table>
<thead>
<tr>
<th>NYSTS Standards Identified for Further Development</th>
<th>Action(s) to be Taken</th>
<th>Lead Evaluator’s Responsibilities</th>
<th>Teacher of Record’s Responsibilities</th>
<th>Timeline for Progress</th>
<th>Indicators of Success</th>
<th>Improvements Made and Documented</th>
</tr>
</thead>
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Sackets Harbor Central School District Principal Improvement Plan

The purpose of a Principal Improvement Plan (PIP) is to provide the principal with a concrete set of expectations based on evidence collected from the previous school year that attributed to a Composite HEDI rating of “Ineffective” or “Developing”. They will then be provided a Principal Improvement Plan. The plan will contain: identification of needed areas of improvement, a timeline for achieving improvement, the manner in which improvement will be assessed; and where appropriate, differentiated activities to support improvement in the identified areas.

In order for this process to be successful the principal and superintendent must be in partnership and active contributors to the success of the plan. The plan will provide action steps, timelines, and District supports to build the capacity of the principals to increase the likelihood of moving the principal to an “Effective” rating.

In accordance with the laws and regulations of 3012d any and all principals identified as “Ineffective” or “Developing” will be provided an improvement plan. The following procedure will be followed:

1. Upon receipt of the principal’s HEDI composite annual rating, those rated “Ineffective” or “Developing” will be notified so that the rating can be addressed and the scheduling of a meeting to discuss the formulation of the Principal Improvement Plan (PIP) with his/her supervisor (Superintendent) needs to take place. This meeting to discuss the implementation of the PIP must take place within 5 business days, commencing with the first day of each school year.

2. The plan will include: Critical Attributes Indicating Success, Principal’s Action Plan, Superintendent’s Responsibilities, and Timeline and Elements of Measurement. These will be specific expectations that will, if followed, lead to improvement.

3. The principal and superintendent will sign and date the Principal Improvement Plan. A copy will be provided to the principal with the original signed copy being placed into the principal’s personnel file.

4. By regulation the PIP must be signed and implemented by implemented by October 1st of the school year next following the school year in which the educator’s performance was rated Ineffective or Developing overall, or as soon as practicable thereafter.

5. Costs associated with the implementation of a PIP, including but not limited to registration, fees, materials, and travel shall be borne by the District.
# Sackets Harbor Central School District’s Principal’s Improvement Plan

## Composite HEDI Rating

<table>
<thead>
<tr>
<th>Rubric - Domain-Element Chosen for Further Development</th>
<th>Critical Attributes Indicating Success</th>
<th>Principal’s Action Plan</th>
<th>Superintendent’s Responsibilities</th>
<th>Timeline of Progress &amp; Review</th>
<th>Elements of Measurement</th>
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## Principal’s Signature: ____________________________  Date: _________________

## Superintendent’s Signature: _______________________  Date: _________________
<table>
<thead>
<tr>
<th>Date</th>
<th>Evaluator's Comments of Progress</th>
<th>Evaluator's Initials</th>
<th>Principal's Comments</th>
<th>Principal's Initials</th>
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**Recommendation for Results of PIP**

- [ ] The principal has met the performance goals identified through the PIP.
- [ ] The principal has not met the performance goals.
The school district or BOCES and its collective bargaining agent(s), where applicable, also acknowledge that if approval of this APPR Plan

The school district or BOCES and its collective bargaining agent(s), where applicable, also make the following specific certifications with respect to their APPR Plan:

- Assure that, during the 2015-16 through 2018-19 school years, the overall transition rating will be used as a significant factor in employment decisions, including tenure determinations and teacher and principal improvement plans;
- Assure that, during the 2015-16 through 2018-19 school years, the district or BOCES will continue to provide teachers and principals with original APPR scores and ratings calculated based on the measures described in this APPR plan without any modifications, substitutions, or replacements pursuant to §30-3.17 of the Rules of the Board of Regents;
- Assure that, during the 2015-16 through 2018-19 school years, original APPR scores and ratings will not be used as the basis for employment decisions and will only be used for advisory purposes;
- Assure that beginning in the 2019-2020 school year, the original overall APPR score pursuant to the district or BOCES approved APPR plan shall be used as the basis for employment decisions, including tenure determinations and teacher and principal improvement plans;
- Assure that, during the 2015-16 through 2018-19 school years, the district or BOCES will make the following
certifications with respect to their APPR Plan:

By signing this document, the school district or BOCES certifies that this document constitutes the district’s or BOCES’ complete Annual Professional Performance Review (APPR) Plan, that all provisions of the APPR that are subject to collective negotiations have been resolved pursuant to the provisions of Article 14 of the Civil Service Law and that such APPR Plan complies with the requirements of Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents and has been adopted by the governing body of the school district or BOCES. By signing this document, the collective bargaining agent(s) of the school district or BOCES, where applicable, certify that this document constitutes the district’s or BOCES’ complete APPR Plan, that collective negotiations have been completed on all provisions of the APPR that are subject to collective bargaining, and that such APPR Plan complies with the requirements of Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents and has been adopted by the governing body of the school district or BOCES.

The school district or BOCES and its collective bargaining agent(s), where applicable, also certify that upon information and belief, all statements made herein are true and accurate and that any applicable collective bargaining agreements for teachers and principals are consistent with and/or have been amended and/or modified or otherwise resolved to the extent required by Article 14 of the Civil Service Law, as necessary to require that all classroom teachers and building principals will be evaluated using a comprehensive annual evaluation system that rigorously adheres to Education Law §3012-d as implemented by Subpart 30-3 of the Rules of the Board of Regents.

The school district or BOCES and its collective bargaining agent(s), where applicable, certify that this APPR Plan is the district’s or BOCES’ complete APPR Plan and that such plan will be fully implemented by the school district or BOCES; that there are no collective bargaining agreements, memoranda of understanding, or any other agreements in any form that prevent, conflict, or interfere with full implementation of the APPR Plan; and that no material changes will be made to the Plan through collective bargaining or otherwise except with the approval of the Commissioner in accordance with Subpart 30-3 of the Rules of the Board of Regents.

The district/BOCES and its collective bargaining agent(s), where applicable, also certify that during the 2015-16 through 2018-19 school years, transition scores and ratings will be calculated for teachers and principals that exclude the results of grades 3-8 English Language Arts (ELA) and Math State assessments and any State-provided growth scores; that the district/BOCES will continue to provide teachers and principals with original APPR scores and ratings calculated based on the measures in their approved APPR plan without any modifications, substitutions, or replacements pursuant to §30-3.17 of the Rules of the Board of Regents during the transition period; and that original APPR scores and ratings will be provided for advisory purposes only, and will have no impact on employment decisions, including tenure determinations, or teacher and principal improvement plans.

The school district and its collective bargaining agent(s), where applicable, also acknowledge that if approval of this APPR Plan is rejected or rescinded for any reason, any State aid increases received as a result of the Commissioner’s approval of this APPR Plan may be withheld or forfeited by the State pursuant to Education Law §3012-d(11), as added by Chapter 56 of the Laws of 2015.

The school district or BOCES and its collective bargaining agent(s), where applicable, also make the following specific certifications with respect to their APPR Plan:

- Assure that, during the 2015-16 through 2018-19 school years, the overall transition rating will be used as a significant factor in employment decisions, including tenure determinations and teacher and principal improvement plans;
- Assure that, during the 2015-16 through 2018-19 school years, the district or BOCES will continue to provide teachers and principals with original APPR scores and ratings calculated based on the measures described in this APPR plan without any modifications, substitutions, or replacements pursuant to §30-3.17 of the Rules of the Board of Regents;
- Assure that, during the 2015-16 through 2018-19 school years, original APPR scores and ratings will not be used as the basis for employment decisions and will only be used for advisory purposes;
- Assure that beginning in the 2019-2020 school year, the original overall APPR score pursuant to the district or BOCES approved APPR plan shall be used as the basis for employment decisions, including tenure determinations and teacher and principal improvement plans;
- Assure that, during the 2015-16 through 2018-19 school years, the district or BOCES, shall provide teachers and 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 calculated pursuant to §30-3.17 of the Rules of the Board of Regents 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 and principals with their original composite APPR 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.
- Assure that, during the 2015-16 through 2018-19 school years, the district/BOCES shall continue to provide teachers and principals whose Student Performance Category measures are not based on the grades 3-8 ELA/math State assessments or State-provided growth scores with their score and rating on the Student Performance category, if
• Assure that the alternate SLOs described in Tasks 2 and 7 of this APPR plan will be used as the basis for certain

• Assure that any material changes to this APPR Plan will be submitted to the Commissioner for approval by March 1 of

• Assure that all growth targets represent a minimum of one year of expected growth, as determined by the

• Assure that if a second measure for the Student Performance category is locally selected, then the same locally

• Assure that, for teachers, all observable NYS Teaching Standards/Domains of the selected practice rubric are assessed

• Assure that it is possible for a teacher or principal to obtain each point in the scoring ranges, including 0, for each

• Assure that, beginning in the 2019-20 school year, any educator who receives a Developing or Ineffective rating on

• Assure that any training course for lead evaluator certification addresses each of the requirements in the regulations,

• Assure that, during the 2015-16 through 2018-19 school year, the district or BOCES shall continue to report both the

• Assure that accurate teacher and student data will be provided to the Commissioner in a format and timeline

• Assure that, during the 2015-16 through 2018-19 school years, any educators who receive a Developing or Ineffective rating as their overall transition rating will receive a Teacher Improvement Plan or Principal Improvement Plan, in accordance with all applicable statues and regulations, by October 1 in the school year following the school year in which such teacher's or principal's performance is being measured or as soon as practicable thereafter.

• Assure that, beginning in the 2019-2020 school year, any educator who receives a Developing or Ineffective rating on their original overall rating pursuant to this APPR plan will receive a Teacher Improvement Plan or Principal Improvement Plan, in accordance with all applicable statutes and regulations, by October 1 in the school year following the school year for which such teacher's or principal's performance is being measured or as soon as practicable thereafter;​

• Assure that such improvement plan shall be developed by the superintendent or his/her designee in the exercise of their pedagogical judgment, and shall be subject to collective bargaining to the extent required under Article 14 of the Civil Service Law;​

• Assure that all evaluators and lead evaluators, including independent evaluators and peer evaluators, as applicable, will be properly trained and that lead evaluators will be certified and recertified as necessary in accordance with all applicable statues and regulations;

• Assure that the district or BOCES has collectively bargained appeal procedures that are consistent with the statute and regulations and that they provide for the timely and expeditious resolution of an appeal to the district/BOCES;

• Assure that, for teachers, 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 and, for principals, 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 it is possible for a teacher or principal to obtain each point in the scoring ranges, including 0, for each subcomponent and that the district and BOCES shall ensure that the process by which weights and scoring ranges are assigned to subcomponents and categories is transparent and available to those being rated 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 across all classrooms in the same grade/subject in the district/BOCES must be used in a consistent manner to the extent practicable;

• Assure that all growth targets represent a minimum of one year of expected growth, as determined by the superintendent or another trained administrator;

• Assure that any material changes to this APPR Plan will be submitted to the Commissioner for approval by March 1 of each school year, on a form prescribed by the Commissioner, to the Commissioner for approval;​

• Assure that the alternate SLOs described in Tasks 2 and 7 of this APPR plan will be used as the basis for certain teachers' and principals' transition APPR scores and ratings, where applicable and consistent with section 30-3.17 of
the Rules of the Board Regents, during the 2016-17 through 2018-19 school years only;

• Assure that, beginning in the 2019-20 school year, no transition scores and ratings will be generated and the district or BOCES' original APPR Plan will apply to all classroom teachers and building principals as defined in the statute, regulations, and SED guidance without any modifications, substitutions, or replacements as a result of the requirements of §30-3.17 of the Rules of the Board of Regents;

• Assure that the district or BOCES will provide the Department with any information necessary 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:  

[Signature] 9/7/16

Teachers Union President Signature: Date:  

[Signature] 9/7/16

Administrative Union President Signature: Date:  

[Signature] 9/7/16

Board of Education President Signature: Date:  

[Signature] 9/7/16