

ANNUAL PROFESSIONAL PERFORMANCE REVIEW PLAN

FOR CERTAIN TEACHERS AND PRINCIPALS

SUBJECT TO EDUCATION LAW §3012-c

ELMSFORD UNION FREE SCHOOL DISTRICT

Date of Adoption: August 31, 2011

INTRODUCTION

- A. Any existing and previously-approved Annual Professional Performance Review (“APPR”) procedures pursuant to Section 100.2(o) of the Rules and Regulations of the Commissioner of Education (“Commissioner’s Regulations”) remain in effect for teachers and principals who are not subject to Section 3012-c of the New York State Education Law (the “Education Law”).
- B. For the 2011-12 school year, this APPR Plan (“Plan”) and the procedures and methods described herein shall apply to all classroom teachers of English Language Arts or mathematics in grades 4 to 8 and all building principals of schools in which such teachers are employed, except as provided in paragraph “D” below.¹
- C. Nothing in this Plan shall be construed to affect the right of the Board of Education to terminate a probationary teacher or principal or restrict the discretion of the Superintendent and/or the Board of Education to make a determination on the status of a probationary teacher or principal and/or to deny tenure.
- D. Nothing in this Plan shall be construed to abrogate any conflicting provisions of any collective bargaining agreement in effect on July 1, 2010 during the term of such agreement and until entry into a successor collective bargaining agreement, provided that notwithstanding any other provision of law to the contrary, upon expiration of such term and the entry into a successor collective bargaining agreement, all the provisions of Education Law §3012-c and the Commissioner’s Regulations shall apply.
- E. The District will file the APPR Plan in the District Office and make the APPR Plan publicly available on its website by September 10th of each year, or within 10 days of the APPR Plan’s adoption, whichever is later. Any required certifications shall be filed and maintained with the Plan.
- F. This Plan shall be in effect for the 2011-12 school year.
- G. An appeal in the case on *New York State United Teachers v. Board of Regents of the University of the State of New York* is pending regarding the force and effect of certain Regulations that form the basis for the Plan and as a result, the outcome of such litigation may alter the APPR Plan at a later date."

¹ As used in this APPR Plan, all terms shall be defined as in Subpart 30-2 of the Commissioner’s Regulations. See Attachment “A.”

Duration and Nature of Training Provided to Evaluators and Lead Evaluators

- A. The "lead evaluator" is the administrator who is primarily responsible for a teacher's or principal's/instructional administrator's APPR composite rating under Chapter 103. The term "evaluator" shall include any administrator who conducts an observation or evaluation of a teacher or principal/instructional administrator.
- B. All evaluators shall successfully complete a training course that meets the minimum requirements prescribed in Chapter 103. Such training shall include application and use of the State-approved teacher and principal/instructional administrator practice rubric(s) selected for use in evaluations.
- C. To be deemed a district certified lead evaluator one must successfully complete a training course meeting the minimum requirements prescribed in the law and regulations.
- D. The District's process of ensuring that lead evaluators maintain inter-rater reliability over time: (The Regulations provide the following examples for the process by which a district can ensure inter-rater reliability over time: (1) Data analysis to detect disparities on the part of one or more evaluators; (2) periodic comparisons of a lead evaluator's assessment with another evaluator's assessment of the same classroom teacher or building principal; or (3) annual calibration sessions across evaluators.)
- E. Nothing herein shall be construed to prohibit an evaluator who is properly certified by the State as a school administrator from conducting classroom observations or school visits as part of an annual professional performance review under Chapter 103 prior to completion of the training required by said Chapter or the regulations thereunder, as long as such training is successfully completed prior to completion of the annual professional performance review.
- F. The Elmsford UFSD will fully participate in a periodic recertification process for all evaluators and lead evaluators of principals and teachers.

Details of the District's Evaluation System for Teachers and Principals

The details of the district's Chapter 1033 evaluation system cannot be described at this time because those details must be determined through collective negotiations with the bargaining agent of the covered teachers and principals. Upon the completion of the negotiations, this APPR Plan will be amended to reflect the agreed upon procedures.

Details of Timely and Constructive Feedback Provided to Teachers and Principals

The details of how the District shall provide timely and constructive feedback to teachers and principals/instructional administrators under Chapter 103 cannot be described at this time because those details must be determined through collective negotiations with the bargaining agent of the covered teachers and principals/instructional administrators (where applicable), and such negotiations have not been finalized. Upon the completion of the negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.

Appeals of Annual Professional Performance Reviews

The details of the District's procedure for resolving appeals of annual professional performance reviews under Chapter 103 cannot be described at this time because those details must be determined through collective negotiations with the bargaining agent of the covered teachers and principals/instructional administrators (where applicable), and such negotiations have not been finalized. Upon the completion of the negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.

Ensuring Accurate Principal/Instructional Administrator, Teacher and Student Data

The Elmsford UFSD will ensure that the State Education Department receives timely and accurate teacher, course and student linkage data by following the detailed guidance issued by SED on the collection and reporting of teacher and course data in the Student Information Repository System ("SIRS"). The District shall also provide an opportunity for every covered teacher and principal/instructional administrator to verify the subjects and/or student rosters assigned to him/her. The Data Coordinator shall be in charge of collecting the required data, overseeing changes in and maintenance of the local data management systems, and ensuring the accuracy of the data. The Data Coordinator shall have the authority to assign tasks and deadlines, as required.

Reporting Individual Subcomponent Scores

The Data Coordinator shall be responsible for reporting to the SED the individual subcomponent scores and the total composite effectiveness score for each covered classroom teacher and principal/instructional administrator in the District, and shall do so in a format and timeline prescribed by the Commissioner.

Development, Security and Scoring of Assessments

The Data Coordinator shall be responsible for overseeing the assessment development, security, and scoring processes utilized by the District under this APPR Plan, and shall take steps to ensure that any assessments and/or measures used to evaluate teachers and principals/instructional administrators are not disseminated to students before administration, and that teachers and principals do not have a vested interest in the outcomes of the assessments they score.

Required Certificates

The District shall include with this APPR Plan any certifications required by the law or regulations upon the completion of collective negotiations with the bargaining agent of the covered teachers and principals/instructional administrators (where applicable).

Effect on Existing Collective Bargaining Agreements

Nothing herein shall be construed to abrogate any conflicting provisions of collective bargaining Agreements.

Filing and Publication of APPR Plan

This APPR Plan shall be filed in the District Office, and shall be made available to the public on the District's website by September 10, 2011, or within ten days after its adoption, whichever shall later occur.

Adoption Date: August 31, 2011

Legal Reference(s): Education Law §3012-c., 8 N.Y.C.R.R. Part 30-2 and Section 100.2(o).