

Annual Professional Performance Review Plan for Teachers/Principals covered by L. 2010, Ch.103, effective September 1, 2011

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8/31/11

The Board of Education of the Kendall School District (the District), acting in public session, hereby adopts this Annual Professional Performance Plan (the APPR Plan) for those of its classroom teachers and principals who will become covered by the annual professional performance review provisions of Chapter 103 of the Laws of 2010 during the 2011-12 school year.

1. **Definition of covered teachers/principals:** This APPR Plan will apply only to a principal of a public school building and classroom teachers of common branch subjects of English language arts and or mathematics in grades four to eight.
2. **Date management and sharing:** This plan includes the process of ensuring that SED receives 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 the State APPR requirements. SED will issue a timeline and format for data linkage and management. This process also provides an opportunity for every classroom teacher to verify subject and/or student rosters assigned to them.

Teacher of record data elements shall be collected and verified by teachers and their principals, SED will be providing ongoing guidance for the student-teacher link verification process. The District will develop a process for teachers, principals and the superintendent to verify data submitted to the State is complete and accurate. The District will empower a data coordinator to provide leadership on the collection of data, oversee needed changes in the local data management systems, and work with the school's BOCES and Regional Information Center to ensure coordination with SED.

3. **Details of the District's Evaluation System:** The details of the District's Chapter 103 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, and such negotiations have not been finalized. Upon the completion of negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.
4. **Details of timely and constructive feedback provided to teachers/principals:** The details of how the District shall provide timely and constructive feedback to teachers and principals 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/principals, and such negotiations have not been finalized. Upon the completion of negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.
5. **Appeals of Annual Professional Performance Reviews:** The details of Districts procedures for resolving appeals of the annual professional performance review 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/principals and such negotiations have not been finalized. Upon the completion of negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.

6. Duration and nature of training provided to evaluators and lead evaluators: The lead evaluator is the administrator who is primarily responsible for the teacher's evaluation under Chapter 103. The term evaluator shall include any administrator who conducts an observation or evaluation of a teacher.

All evaluators should successfully complete a training course that meets the minimum requirements prescribed in Chapter 103 and Section 30-2.9 of the regulations hereunder. Such training shall include application and use of State-approved practice rubrics selected by the District for use in evaluations.

Once an evaluator has successfully completed a training course meeting the minimum requirements prescribed in the law and regulations, s/he shall be deemed to be certified by the District as a lead evaluator.

Other details of the District's training for evaluators and lead evaluators, including the duration and nature of such training and the process for certifying lead evaluators, cannot be described at this time pending the outcome of collective bargaining negotiations with the representative of the covered teachers/principal over the teacher/principal selection of a teacher/principal practice rubric and other related negotiable issues. Upon the completion of negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.

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 the annual professional performance review under Chapter 103 prior to completion of the training required by said Chapter or the regulations there under, as long as such training is successfully completed prior to completion of the annual professional performance review.

7. 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/principals.
8. Effect on existing collective bargaining agreements: Nothing herein shall be construed to abrogate any conflicting provisions of the collective bargaining agreements in effect on July 1, 2010.

9. Filing and publication of the APPR Plan: The 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: 8/31/2011
Sheryl Madison, District Clerk

Legal references: Education Law 3012-c; * N.Y.C.R.R. Part 30-2 and Section 100.2 (o).