

Three Village Central School District

2011-2012 Annual Professional Performance Review (APPR) Plan under Education Law §3012c

1. Statement of Purpose

It is the intent of the Three Village Central School District to foster ongoing professional growth and development, reflection, and refinement of professional practice for all its faculty and staff in order to improve teaching and learning. The protocols, instruments, and rubrics included in this document are to be considered a framework for a cycle of continuous improvement and efficacy for all students, faculty, and staff.

The details of the District's §3012-c evaluation system cannot be described at this time pending the outcome of negotiations with the collective bargaining representatives of the District's classroom teachers and building principals over those matters for which bargaining is required. Upon the successful completion of those negotiations, the District's APPR Plan will be amended to reflect the details of the system. Until such time as the respective negotiations are completed the performance of all teachers and building principals will be evaluated in accordance with the District's existing Annual Professional Performance Review (APPR) pursuant to §100.2(o) of the Commissioner's regulations.

2. Rationale

In accordance with Education Law §3012-c and the Commissioner's regulations, the District's evaluation processes will be based, in large part, on the New York State Teaching Standards and the Educational Leadership Policy Standards: ISLLC 2008 (ISLLC Standards). The ultimate purpose of a quality APPR is to provide an essential process by which the entire learning organization can achieve its mission and vision for all students.

The Three Village Central School District is committed to focusing its efforts and resources to bring about a meaningful evaluation process as an important means to achieve this goal.

3. Demographic Information

Three Village Central School District is located in Long Island, New York. It serves Setauket, East Setauket, Stony Brook, Poquott, Old Field, and small portions of Port Jefferson Station, Saint James and South Setauket/Centereach. The current student enrollment in grades k -12 is 7,326. The graduation rate is over 96% and more than 95% of Ward Melville High School graduates pursued higher education. The poverty ratio is approximately 3%.

4. The Annual Professional Performance Review Plan and District's Evaluation System

The Three Village Central School District Board of Education will approve an APPR plan on an annual basis and make it public on the district website, <http://www.threevillagescd.org> within 10 days of adoption.

To the extent the Three Village Central School District had a collective bargaining agreement in effect on July 1, 2010, whose terms conflict with any requirements in law or the Commissioner's regulations, such terms remain in place during the duration of the agreement and until entry into a successor agreement.

The Three Village Central School District is in the process of reviewing its current APPR plan and will work to align the plan with New York State Education Law §3012-c and the Commissioner's regulations. The District's APPR committee will work diligently to determine decisions relating to local measures of student achievement; teacher and principal practice rubrics; any other evaluation measures and instruments (such as surveys, self-assessments, portfolios); and the scoring methodology for the assignment of points to locally selected measures of student achievement and other measures of teacher or principal effectiveness.

The following items will be included in the district's finalized APPR plan:

- Local measures of student achievement.
- Name(s) of the approved teacher and/or principal practices rubric(s).
- Other evaluation measures and instruments used to evaluate a teacher's and/or principal's performance under the other measures of effectiveness subcomponent (60%).

- Scoring methodology for the assignment of points to the locally selected measures of student achievement subcomponent (20%) and the other measures of effectiveness subcomponent (60%).
- Description of how timely and constructive feedback will be provided to teachers and principals on their annual professional performance reviews.

The details of the District's §3012-c evaluation system cannot be described at this time pending the outcome of negotiations with the collective bargaining representatives of the District's classroom teachers and building principals over those matters for which bargaining is required. Upon the successful completion of those negotiations, the District's APPR Plan will be amended to reflect the details of the system.

5. Performance Improvement Plans

The Three Village Central School District will support teachers whose performance is evaluated as needing an individual improvement plan (TIP). It is understood that the ultimate objective of an improvement plan is increased student achievement, and that the intent of such a plan is instructional rather than disciplinary.

The Three Village Central School District will support principals whose performance is evaluated as needing an individual improvement plan (PIP). It is understood that the ultimate objective of an improvement plan is increased student achievement, and that the intent of such a plan is instructional rather than disciplinary. The details of the District's TIP and PIP cannot be described at this time pending the outcome of negotiations with the collective bargaining representatives of the District's classroom teachers and building principals. Upon the successful completion of those negotiations, the District's APPR Plan will be amended to reflect the details of the appeal procedures.

6. Appeals of Annual Performance Evaluations

To the extent that a teacher/principal wishes to challenge a performance review and/or the improvement plan, the Three Village Central School District will entertain appeals in accordance with appeal procedures developed through negotiations.

Under Education Law §3012-c, a teacher/principal may only challenge:

- the substance of the annual professional performance review;
- the school districts or board of cooperative educational services adherence to the standards and methodologies required for such reviews, pursuant to Education Law §3012-c;
- the adherence to the Commissioner's regulations, as applicable to such reviews;
- compliance with any applicable locally negotiated procedures applicable to annual professional performance reviews or improvement plans; and
- the school districts or board of cooperative educational services issuance and/or implementation of the terms of the teacher or principal improvement plans under Education Law §3012-c.

The details of the District's appeal procedures cannot be described at this time pending the outcome of negotiations with the collective bargaining representatives of the District's classroom teachers and building principals. Upon the successful completion of those negotiations, the District's APPR Plan will be amended to reflect the details of the appeal procedures.

7. Evaluator Training

The Three Village Central School District will ensure that all lead evaluators/evaluators are properly trained and certified, as necessary, to complete an individual's performance review. Evaluator training will be conducted by the District. Lead evaluator training will be conducted in accordance with the certification requirements per the Commissioner's regulations. This training will include the following:

- New York State Teaching Standards and ISLLC Standards
- Evidence-based observation
- Application and use of Student Growth Percentile and Value Added Growth Model data
- Application and use of the State-approved teacher or principal rubrics
- Application and use of any assessment tools used to evaluate teachers and principals

- Application and use of State-approved locally selected measures of student achievement
- Use of Statewide Instructional Reporting System
- Scoring methodology used to evaluate teachers and principals
- Specific considerations in evaluating teachers and principals of ELLs and students with disabilities

The Three Village Central School District will establish a process to ensure that lead evaluators maintain inter-rater reliability over time and that they are recertified on an annual basis to be determined over the next two years.

8. Data Management

The Three Village Central School District will work with ESBOCES and SED to develop a process that aligns their student management system, TEACH, and human resources data systems to ensure that SED receives timely and accurate teacher, course and student “linkage” data, as well as a process for teacher and principal verification of the courses and/or student rosters assigned to them.

The Three Village Central School District will work with ESBOCES and SED to develop a process that aligns their student management system, TEACH, and human resources data systems to report to SED the individual subcomponent scores and the total composite effectiveness score for each applicable educator.

9. Assessments

The Three Village Central School District will ensure that all proper and required procedures are followed with regard to Regents examination security. All secure test materials will be stored in a safe or vault, as designated in the school’s Examination Storage Plan. Test materials will be placed in the safe or vault as soon as they are received, and access to the test materials shall be restricted to ensure that test security is maintained. As directed by SED, all teachers and administrators certify that they have received and will follow all security protocols.

The Three Village Central School District will work with ESBOCES and SED to ensure that all proper and required procedures are followed with regard to test security. All secure test materials will be stored in a safe or vault, as designated in the school’s Examination Storage Plan. Test materials will be placed in the safe or vault as soon as they are received, and access to the test materials shall be restricted to ensure that test security is maintained. As directed by SED, all 3-8 examinations will be administered on the same day and the District will enforce the requirement that all teachers and administrators certify that they have received and will follow all security protocols.

The Three Village Central School District will provide for the facilitation and secure scoring of all 3-8 assessments to help ensure that neither teachers nor principals have a vested interest in the scoring process by adhering to directives and recommendations provided by SED and through participation in regional scoring for all 3-8 assessments.

10. Monitoring

The Three Village Central School District agrees to collaborate with SED regarding any concerns and/or monitoring of the District regarding evaluation implementation.