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Executive Director
New York State Education Department
Office of Teacher and Leader Effectiveness, Policy and Programs
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August 14, 2013

Colleagues,

There are many important upcoming deadlines relating to Annual Professional Performance Review (APPR) plan submissions and the new APPR Implementation Certification Form. In my July 8, 2013 letter I outlined in detail the deadlines and the corresponding information required to be submitted by each date. A copy of the July 8, 2013 letter can be found on the Department's web site at: <http://usny.nysed.gov/rttt/teachers-leaders/appr-timeline-july-2013.html>.

The remaining dates described below are the final State deadlines. When viewing the deadlines, remember that local level 1 centers will require earlier due dates to allow sufficient time for processing. Please note that the deadline for final submission of the signed APPR Implementation Certification form occurs on **August 30, 2013**, which is in 12 business days.

Date	Event	Description/Information
August 27 – October 18, 2013	Final submission of 2012-13 evaluation composite ratings, composite scores, and subcomponent scores	LEAs will report 2012-13 evaluation composite ratings and subcomponent scores to the SIRS. All complete data, including scores for the Student Growth on State Assessments or Other Comparable Measures subcomponent, the Locally Selected Measures of Student Achievement subcomponent, and the Other Comparable Measures of Effectiveness subcomponent and the overall composite score for all applicable teachers and principals must be submitted to the Commissioner by this date, to the extent practicable.
August 30, 2013	APPR Implementation Certification form due to APPRCERT@MAIL.NYS.ED.GOV	The APPR Implementation Certification form must be submitted by this date by districts and BOCES. This form is required for a district/BOCES to receive State aid for the 2013-14 school year. The form is one necessary component to demonstrate implementation of your approved APPR plan for the 2012-2013 school year. The APPR Implementation Certification Form must be

		<p>signed by the Superintendent/District Superintendent and Board President and must also indicate the status of your district's or BOCES' APPR plan for the 2013-2014 school year. This form is located on the Department's web site at: http://usny.nysed.gov/rttt/teachers-leaders/appr-implementation-certification.html.</p>
By September 1, 2013	<p>APPR Plans must be approved by the Commissioner for the 2013-14 school year and APPR evaluation results from the 2012-13 school year must be provided to all educators.</p>	<p>2012-13 APPR evaluations shall be completed and provided to teachers and principals. The entire evaluation must be completed and provided to each teacher and principal as soon as practicable, but in no case later than September 1, 2013.</p> <p>Districts must have an APPR plan for the 2013-2014 school year approved by the Commissioner. In the event that your 2013-2014 plan is not approved by the Commissioner by this date, pursuant to Education Law 3012-c(2)(1), your 2012-2013 plan will remain in effect until a subsequent plan is agreed to by the parties and approved by the Commissioner. If your district is not fully implementing your approved plan by September 1, 2013, your district will not be eligible to receive an increase in State aid for the 2013-2014 school year – this is not at the discretion of the Commissioner, but is a statutory requirement (see Section 1 of Part A of Chapter 57 of the Laws of 2013 and corresponding appropriation language in Chapter 53 of the Laws of 2013).</p>
October 18, 2013	<p>Final submission of 2012-13 evaluation composite ratings, composite scores, and subcomponent scores.</p>	<p>LEAs will report 2012-13 evaluation composite ratings and subcomponent scores to the SIRS. All final and complete data, including scores for the Student Growth on State Assessments or Other Comparable Measures subcomponent, the Locally Selected Measures of Student Achievement subcomponent, and the Other Comparable Measures of Effectiveness subcomponent and the overall composite score for all applicable teachers and principals must be submitted to the Commissioner by this date.</p>

October 25, 2013	Statement of Confirmation of 2012-13 Staff Evaluation Rating Verification Report(s) due to RIC Director/Big 5 Data Coordinator	This form is required to be signed by the LEA's certifying official who verifies that the data provided for review in the Staff Evaluation Rating Verification Report(s) generated by L2RPT.
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If you have any questions about technical data reporting requirements, please contact your RIC or Big 5 City School District data center or the Office of Information and Reporting Services at (518) 474-7965 or via email at dataquest@mail.nysed.gov. If you have any questions, would like to submit a material change request, or require technical assistance with your APPR plan, please contact educatoreval@mail.nysed.gov. Please also see our updated APPR Guidance for further information which is located on the Department web site at: <http://www.engageny.org/resource/guidance-on-new-york-s-annual-professional-performance-review-law-and-regulations>.

Sincerely,



Dr. Julia Rafal-Baer