

ANNUAL PROFESSIONAL PERFORMANCE REVIEW PLAN

(FOR CERTAIN CLASSROOM TEACHERS AND BUILDING PRINCIPALS OF SCHOOLS IN WHICH SUCH TEACHERS ARE EMPLOYED)

The Board of Education of the North Colonie Central School District (the “District”), in public session at its meeting of August 29, 2011, adopts this Annual Professional Performance Plan (the “APPR Plan”) for certain of its classroom teachers and building principals for the 2011-2012 school year pursuant to the requirements of *Education Law* §3012-c and section 30-2 of the Regulations of the Board of Regents.

This APPR Plan will apply only to classroom teachers of common branch subjects or English language arts or mathematics in grades four to eight and building principals of schools in which such teachers are employed; the performance of other teachers and principals within the District will be evaluated in accord with the District’s existing Annual Professional Performance Review Plan developed and maintained pursuant to section 100.2(o) of the Regulations of the Commissioner of Education. Nothing in this APPR Plan will be construed to abrogate any conflicting provisions of any collective bargaining agreements in effect on July 1, 2010 during the term of such agreement and until the entry into a successor collective bargaining agreement.

(1) Ensuring Accurate Teacher and Student Data

The District shall ensure that the State Education Department (the “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 Regulations of the Board of Regents by providing such data in a format and timeline prescribed by the Commissioner. This process shall also provide an opportunity for every classroom teacher and building principal to verify the subjects and/or student rosters assigned to them.

North Colonie CSD uses a student management system, Infinite Campus, to schedule and roster courses and student assignments. The schedules are built at the building level in this system by the building administrators. Once set up in the student management system, students are placed into the schedule. The resulting rosters are reviewed by teachers and content area administrators to ensure that courses and classes are accurate and balanced in terms of numbers of students.

The resulting electronic roster, linked by course and section to the teacher, forms the base to record all other student performance data, including grades, attendance, behavior and special program placement.

The teacher and course data is exported from the student management system to be loaded into the regional data warehouse. Infinite Campus provides reporting capabilities to extract this information so that it correctly maps to state and local course and section codes, and to teacher IDs. This data was successfully uploaded into the data warehouse during spring, 2011, and successfully refreshed at the end of the school year.

(2) Reporting Individual Subcomponent Scores

The District will report to the SED the individual subcomponent scores and the total composite effectiveness score for each classroom teacher and building principal in the District in a format and timeline prescribed by the Commissioner.

The district will use its information software systems to create an application to record the results of the educator evaluations. Specifically, the district will use the Human Resources software system and the TEACH system to create a list of all educators, with corresponding identification information such as TEACH ID, location, and course assignments. The district will create a database that will allow evaluators to record the subcomponent scores and the total composite score for each educator. The records will be reviewed by the Assistant Superintendent for Curriculum and Instruction and the Director of Human Resources, prior to being submitted to SED. If the results can be submitted through the SED portal, the Director of IT/CIO will prepare and submit the electronic records, after certification internally by the Assistant Superintendent for Curriculum and Instruction.

(3) Development, Security and Scoring of Assessments

The District shall develop assessments, and shall ensure their security and scoring processes in a manner that ensures that any assessments and/or measures used to evaluate teachers and principals under this section are not disseminated to students before administration and that teachers and principals do not have a vested interest in the outcome of the assessments they score.

The District will follow all New York State security protocols so that assessments are not disseminated to students, teachers, or administrators before administration. Additionally, the district will work with SED and the regional testing center to ensure that teachers and/or principals do not have a vested interest in the outcomes of the assessments they score.

(4) Details of the District's Evaluation System

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

(5) Details of Timely and Constructive Feedback Provided to Teachers

The details of how the District shall provide timely and constructive feedback to teachers cannot be described at this time pending the outcome of negotiations with the collective bargaining representatives of the classroom teachers and building principals of the District. Upon the successful completion of these negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.

(6) Appeals of Annual Professional Performance Reviews

The details of the District's procedure for resolving appeals of annual professional performance reviews cannot be described at this time pending outcome of negotiations with the collective bargaining representatives of the classroom teachers and building principals of the District. Upon the successful completion of these negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.

(7) Duration and Nature of Training Provided to Evaluators and Lead Evaluators

The details of the District's procedure for providing training to 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 negotiations with the collective representatives of the classroom teachers and building principals of the District. Upon the successful completion of these negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.

(8) Required Certificates

The District shall include with this APPR Plan any certifications required by the Board of Regents regulations.

(9) Filing and Publication of APPR Plan

This APPR Plan shall be filed in the office of the District, 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.