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December 2, 2014

TO: Chief School Administrators
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School Leaders

ROUTE TO: All District Principals, Assistant/Vice Principals, Teaching Staff Members, and Web User Administrators

FROM: Peter Shulman, Assistant Commissioner/Chief Talent Officer *PS*
Division of Teacher and Leader Effectiveness

SUBJECT: Upcoming Release of 2013-14 Median Student Growth Percentile Scores and Evaluation Certification Process

Early in the new year, the New Jersey Department of Education (“the Department”) will release median Student Growth Percentile (mSGP) data for qualifying teachers, principals, and assistant/vice principals (AP/VPs) from 2013-14. This data must be used to finalize 2013-14 evaluation scores for those educators. This memo briefly describes the planned release so that district leaders can prepare to share the information effectively with your educators.

As you know, the *TEACHNJ Act* requires the use of multiple measures of educator practice and student learning – including the state standardized assessment as appropriate. AchieveNJ includes two measures of student learning: the Student Growth Objective (SGO) score for all teachers and the mSGP score for qualifying teachers of 4th – 8th grade language arts and math. For the 2013-14 school year, mSGP scores count for 30 percent of qualifying teacher evaluations and 20-30 percent of qualifying principal/AP/VP evaluations. (*Note: the weight of the mSGP for the current 2014-15 school year is proposed to change to 10 percent as the state transitions to the new PARCC exam.*)

After receiving student scores on the 2013-14 NJ ASK as well as course roster information from local districts, the Department is able to calculate and then distribute mSGP scores for teachers and principals/APs/VPs. The early 2015 data release will include three distinct elements:

1. **Teacher mSGP Scores:** The Department will share instructions for appropriate district personnel to access confidential 2013-14 teacher mSGP reports from NJ SMART. The reports will include district summaries as well as individual documents for each qualifying educator. This data sharing process will be similar to the “practice exercise” conducted last year when we distributed 2012-13 mSGP information for qualifying teachers to help districts prepare for this year’s release. You can review the materials associated with that

practice exercise – as well as other SGP information and resources – by visiting the [AchieveNJ SGP web page](#).

2. **Principal/AP/VP mSGP Scores:** The Department will share instructions for appropriate district personnel to access confidential 2013-14 principal/AP/VP mSGP reports from the NJDOE Homeroom interface. The reports will include district summaries as well as individual documents for each qualifying educator.
3. **2013-14 Evaluation Score Certification Tool:** Shortly after the release of mSGP scores, the Department will share information about a new electronic application for districts to use in certifying final 2013-14 evaluation scores for all educators. This interface will be similar to existing applications on NJDOE Homeroom through which districts can review, correct, and certify data, such as the Application for State School Aid (ASSA) application. The new evaluation score certification tool will allow districts to review evaluation data, correct any errors that occurred in the original NJ SMART submission, and certify the accuracy of each staff member’s final score. Districts will have approximately one month to complete this task after receiving instructions for accessing the tool.

Just as we did last year, the Department will provide suggested steps for district and school leaders for confidentially sharing the mSGP scores with each educator and examining the data with other evaluation components to inform professional development plans – including links to detailed “User Guides” for the reports. We will also share directions on using these scores and the new evaluation score certification tool to finalize 2013-14 summative evaluation ratings.

We understand that educators may have questions about this upcoming release. I ask that you please gather and hold those questions until the communications are distributed in early 2015, as we will include several resources with more information and will be prepared to answer all questions at that time. As always, we encourage you to visit the [AchieveNJ Website](#) and [FAQ](#) page and to send your feedback to educatorevaluation@doe.state.nj.us.

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