



State of New Jersey
DEPARTMENT OF EDUCATION
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July 15, 2014

TO: Chief School Administrators
Charter School Lead Persons
School Leaders

ROUTE TO: All District Principals, Assistant/Vice Principals, Teaching Staff Members

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

SUBJECT: AchieveNJ Update

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In order to support districts as you prepare for evaluation activities in the coming school year, the Department is providing two memos this summer. Today's memo offers a few important updates for summer work and planning for 2014-15. In addition, we have heard from our state advisory committee and other educators that updated resources will be useful for back-to-school professional development and other staff meetings. Therefore, we will publish a second memo in early August with more comprehensive information and resources to frame evaluation activities for the school year. If you have specific questions or suggestions for these materials, please contact educatorevaluation@doe.state.nj.us to share your feedback.

I. Announcement of Proposed Changes to Evaluation Requirements

As the result of conversations with teachers, administrators, and other education stakeholders, the Department will propose the following changes to evaluation requirements through the State Board regulatory process:

2013-14: SGO Score Review Process

If a teacher's SGO score is the reason that his or her summative rating dropped from Effective to Partially Effective or from Partially Effective to Ineffective, the teacher will be eligible to ask for a review of the SGO rating. The Department plans to release additional details regarding this review process later this summer. The review will apply only to the 2013-14 school year.

2014-15: Evaluation Component Weight Changes

Evaluations of teachers of 4th - 8th grade Language Arts and Math will be comprised as follows:

- 10% Median Student Growth Percentile
- 20% Student Growth Objectives
- 70% Teacher Practice

Evaluations of all other teachers will be comprised as follows:

- 20% Student Growth Objectives
- 80% Teacher Practice

2015-16: Evaluation Component Weight Changes

Evaluations of teachers of 4th - 8th grade Language Arts and Math will be comprised as follows:

- Up to 20% Median Student Growth Percentile (as determined by the Department)
- 20% Student Growth Objectives*
- 60% Teacher Practice*

***Note:** SGO and Teacher Practice weights would be modified if mSGP is less than 20%.

Evaluations of all other teachers will be comprised as follows:

- 20% Student Growth Objectives
- 80% Teacher Practice

In the coming weeks we will share additional details about these proposed changes.

II. Evaluation Training: Requirements, Workshops, and Resources

A. Training Requirements

According to evaluation regulations related to the TEACHNJ Act, each district is responsible for ensuring the following evaluation-related training activities take place each year:

Teachers:

- Must be notified of all policies and procedures related to the district-adopted evaluation rubric by October 1.
- Must receive descriptions of and training on each component of the rubric, including student achievement measures and all aspects of the educator practice instruments.
 - Teachers new to the district require more thorough training.
 - Districts who reported gaining the most benefits from the evaluation system in 2013-14 conducted careful and deliberate training focused on shared understandings of effective instruction.

Supervisors Conducting Observations for the Purposes of Evaluation:

- Must be notified of all policies and procedures related to the district-adopted evaluation rubric by October 1.
- Must be trained on educator practice instruments before conducting any observation.
- Must receive updates and refresher training on educator practice instruments as needed.
- Must complete two co-observations before the end of the school year to calibrate teacher practice instruments, promote accuracy in scoring, and continually train themselves on the instrument.

Chief School Administrators

- Must certify to the Department that all supervisors of teaching staff members have completed training and demonstrated competency on the teacher practice instrument.

B. Teacher Practice Workshops

This summer, the Office of Evaluation is conducting free workshops for New Jersey public school educators that focus on key elements of pedagogy: discussion, questioning, and student engagement. The content is not specific to one particular observation instrument or to any particular discipline, but can apply broadly to effective instruction. All teachers can benefit from the workshop, but we especially encourage teacher-leaders, who can turnkey training and provide support to colleagues, to attend. In addition, teachers who have been identified for improvement in these areas will surely benefit from the sessions. Remaining sessions are listed below:

Date	Location	Time	Registration
July 16, 2014	Piscataway School District Piscataway	8:30 am – 11:30 am	Register Capacity Reached
		12:00 pm – 3:00 pm	Register Capacity Reached
July 17, 2014	High Point Regional High School Sussex	8:30 am – 11:30 am	Register Capacity Reached
		12:00 pm – 3:00 pm	Register
July 22, 2014	Copeland Middle School Rockaway Township	8:30 am – 11:30 am	Register Capacity Reached
		12:00 pm – 3:00 pm	Register
July 23, 2014	Neptune High School Neptune	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register
July 24, 2014	Lacey Township High School Lanoka Harbor	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register
July 29, 2014	Copeland Middle School Rockaway Township	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register
August 5, 2014	Copeland Middle School Rockaway Township	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register

Date	Location	Time	Registration
August 6, 2014	Neptune High School Neptune	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register
August 7, 2014	Lacey Township High School Lanoka Harbor	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register
August 13, 2014	Morris County Jointure Commission New Providence	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register
August 14, 2014	Burlington County Special Services School District Westampton	8:30 am – 11:30 am	Register Capacity Reached
		12:00 pm – 3:00 pm	Register Capacity Reached
August 15, 2014	Morris County Jointure Commission New Providence	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register
August 19, 2014	Somerset County Office of Education Somerville	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register
August 20, 2014	Wall Township Intermediate School Wall Township	8:30 am – 11:30 am	Register 2 Seats Available
		12:00 pm – 3:00 pm	Register
August 21, 2014	SRI & ETTC Galloway	8:30 am – 11:30 am	Register Capacity Reached
		12:00 pm – 3:00 pm	Register
August 26, 2014	Morris County Jointure Commission New Providence	8:30 am – 11:30 am	Register
		12:00 pm – 3:00 pm	Register

C. Student Growth Objective (SGO) Workshops and Updated Resources

Earlier this spring, the Office of Evaluation led a series of three-hour, interactive workshops on improving SGOs for 2014-15. Specifically, the workshops focus on the use of high-quality assessments and a variety of baseline data to set targets. In response to educator demand, we are pleased to extend this series with additional sessions later this summer and in the early fall.

- Participants will be able to return to their districts and use the presentation and materials to directly train their staff.
- We recommend bringing a team of up to five SGO implementation leaders and teachers who will be responsible for turn-keying the information.
- Teachers are integral to the SGO development process and should be included as part of school/district teams.

Logistical and registration information is listed below:

Date	Location	Time	Registration
August 11, 2014	Morris Union Jointure Commission New Providence	9:00 am – 12:00 pm	Register
		12:30 pm – 3:30 pm	Register
August 12, 2014	Stockton College Galloway Township	9:00 am – 12:00 pm	Register
		12:30 pm – 3:30 pm	Register
August 18, 2014	Kean University Union	9:00 am – 12:00 pm	Register
		9:00 am – 12:00 pm	Register
September 19, 2014	EIRC/LRC-South Mullica Hill	9:00 am – 12:00 pm	Register
		12:30 pm – 3:30 pm	Register
September 22, 2014	Raritan Valley Community College Branchburg	9:00 am – 12:00 pm	Register
		12:30 pm – 3:30 pm	Register
September 29, 2014	NJPSA Monroe Township	9:00 am – 12:00 pm	Register
		12:30 pm – 3:30 pm	Register

III. Evaluation Data and Waiver Reminders

A. Course Roster and Staff Evaluation Data Submissions

As explained in previous updates, two evaluation-related data collections are currently taking place.

- The **Course Roster Submission** – which districts have engaged in since 2011 – collects information attributing teachers to students. This data allows for the calculation of the median Student Growth Percentile (mSGP) measure of evaluation. Please see this previously-released [Course Roster Verification and Submission](#) guidance for more information.
- The new **Evaluation Data Submission** captures the multiple measures of educator practice and student growth that are aligned to AchieveNJ. Please see this [January 7, 2014 Memo](#) for more information.

Both of these data submission windows close at 5 PM EST on August 4, 2014. No extensions will be granted by the Department, so please be sure your district meets the deadline. For more information about these and all other NJ SMART submissions, please visit <http://www.state.nj.us/education/njsmart/>.

B. Waiver Deadline

Districts interested in submitting a teacher observation requirement (NJAC 6A: 10-4.4) waiver or equivalency proposals effective for 2014-15 should submit applications prior to the beginning of

the school year. To do this, the district should complete the form found at <http://www.state.nj.us/education/sboe/ew/> and submit it to the county office.

Thank you for your continued hard work to support teachers and students.

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c: Members, State Board of Education
David Hespe, Acting Commissioner
Senior Staff
Diane Shoener
William Firestone
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Executive County Superintendents
Executive Directors of Regional Achievement Centers
Executive County School Business Administrators
Garden State Coalition of Schools
NJ LEE Group