



Procedures for Addressing mSGP Data Issues

Background

With the release of median Student Growth Percentile (mSGP) scores, the New Jersey Department of Education (NJDOE) will reopen the Evaluation Information System (EIS), the electronic application for districts to use in certifying final summative ratings for all educators. This interface allows districts to review data, correct any errors that occurred during the data submission, and certify the accuracy of each staff member's final score. This document explains the NJDOE's options for districts encountering problems or errors with mSGP data so that these circumstances can be addressed in advance of the score certification process and to ensure that no educator's evaluation rating is impacted by incorrect information.

Qualifications for Teachers to Receive an mSGP Score

The mSGP data are available for those who taught language arts in grades 4–8 and/or math in grades 4–7. For the mSGP to be part of a teacher's evaluation, a teacher must:

- Have been the teacher of record for at least 60% of the course prior to the assessment, and
- Have valid SGP scores for at least 20 separate qualifying students in 2022-2023 as assigned by the district through the Course Roster Submission.

Qualifications for Principals and APs/VPs to Receive the mSGP Score

The mSGP data are available for those who led schools including one or more SGP grades. For the mSGP to be part of a principal/AP/VP's evaluation, that educator must have been:

- Assigned to a school attended by more than 20 separate students who took the 4th- to 8th-grade language arts or 4th- to 7th-grade math assessment; and
- Assigned to qualifying students reported as having attended the school for one full year prior to the administration of the test, according to the data submitted by the district in its State Submission.

Possible Issues with mSGP Scoring

Given the requirements above, districts may find that some educators should have received mSGP scores but did not, while others who were not expected to receive them did. In addition, some of the mSGP scores received may be incorrect due to errors in district data submission. Each of these cases is addressed below.

Procedures for Educators Expecting but Not Receiving the mSGP Score

In certain circumstances, educators who were expecting to receive an mSGP score for 2022-2023 will not. These circumstances include a teacher with a student roster of fewer than 20 qualifying students taking the state test, or an educator who had an extended absence (more than 40% of the school year). There are two options for educators in this situation.

Option A

For a teacher with 2 SGOs for 2022-2023 OR for a principal, AP/VP recalculate the summative rating using other component scores.

1. If the teacher set 2 SGOs or the educator is a principal, AP/VP, remove the mSGP score and recalculate the summative rating using the following weights:
 - a. Teachers: teacher practice score (85%) and SGO score (15%).
 - b. Principals, APs/VPs: principal practice score* (80%), Administrator Goal score (10%), SGO Average score (10%).
2. Make adjustments in the personnel file and individual Professional Development Plan (PDP) or Corrective Action Plan (CAP) as needed (See the NJDOE's [Professional Development Page](#) for more PDP and CAP requirements and resources).
3. Prepare to make appropriate changes in EIS.

Note: The principal practice score may include results from both the district's state-approved principal practice instrument and the *optional* Evaluation Leadership Instrument. Local discretion can be used to assign a weight for the [Evaluation Leadership Instrument](#) as a component of the practice score for school leaders.

Option B

For a teacher with 1 SGO for 2022-2023, eliminate summative rating.

1. If the teacher set 1 SGO, the teacher cannot receive a summative rating for 2022-2023.
2. Make adjustments in the personnel file and individual PDP or CAP as needed (See the NJDOE's [Professional Development Page](#) for more PDP and CAP requirements and resources).
3. Prepare to make appropriate changes in EIS.

Procedures for Educators Not Expecting but Receiving the mSGP Score

In the event that a case arises in which the educator was provided a summative rating by mistake at the end of the school year, the mSGP report and correct summative score should be shared with the educator. Appropriate adjustments should be made to the educator's personnel record, PDP, or CAP to reflect the correct evaluation rating.

Procedure for Educators Seeking to Correct the mSGP Score

When reviewing 2022-2023 mSGP data, educators may identify potential errors related to course roster accuracy or course assignment. In these cases, districts should validate and remediate any errors prior to certifying evaluation data.