



STATE OF NEW JERSEY

# DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: November 15, 2023  
To: Chief School Administrators  
Route To: All District Principals, Assistant/Vice Principals, Web User Administrators, School/District Certification Staff  
From: Jorden Schiff, Ed.D., Assistant Commissioner  
Division of Teaching and Learning Services  
Deadline: December 29, 2023

## Release of Median Student Growth Percentiles (mSGPs) for 2022-2023

Today, the New Jersey Department of Education (NJDOE) is releasing mSGP reports through the New Jersey Standards Measurement and Resource for Teaching ([NJ SMART](#)). The mSGP score reports are accessible only to those school staff with proper data access permissions. When accessing the reports, please be mindful to protect educators' confidentiality. Supervisors will need to verify and share mSGP reports with qualifying educators.

The window to finalize and certify the 2022-2023 educator evaluation scores opens on November 30, 2023. This process is completed in the Educator Information System (EIS), found in NJDOE's Homeroom webpage. Personnel with appropriate levels of authorization (i.e., superintendents or superintendents' designees) must access, verify, and certify summative scores using the EIS.

### Key steps/actions

- Go to the AchieveNJ [SGP webpage](#) for resources and detailed steps for accessing, sharing, verifying and correcting mSGP scores.
- Component scores and summative ratings for all staff, including those receiving mSGPs, are available through the EIS. Districts will have the opportunity to review evaluation data, correct any errors and certify local evaluation ratings by December 29, 2023. All districts must certify 2022-2023 evaluation scores.
- The November 30, 2023, opening of the EIS certification window constitutes notification to districts of the final summative rating for educators whose 2022-2023 evaluations include mSGP. Any educator receiving an mSGP score with a Partially Effective or Ineffective summative rating must be placed on a Corrective Action Plan (CAP) within 25 working days of November 30, 2023.
- After receiving mSGP scores from the NJDOE, and certifying evaluation scores within the EIS, each district should input summative evaluation data into the New Jersey Educator Certification (NJEdCert) Portal through NJDOE's Homeroom webpage for any provisional teachers who received an mSGP. This facilitates the issuance of standard certificates for provisional teachers.

### Source Data Used to Calculate mSGP Scores

mSGPs are developed using course roster information submitted by districts. The accuracy of scores rely on the quality of district submissions within NJ SMART. The 2022-2023 mSGP data available is based on data submissions for the 2022-2023 school year. To calculate mSGPs, the NJDOE matched student school and course assignments with corresponding SGP scores for those students assigned to each educator. The median score on an educator's roster is the 2022-2023 mSGP score. For detailed information on SGPs and mSGPs, please visit the AchieveNJ SGP webpage.

**Confidentiality**

Evaluation data of each employee must be confidential in accordance with the TEACHNJ Act and N.J.S.A. 18A:6-120.d and 121.d. Further, such individual data is exempt from the Open Public Records Act (OPRA) and should not be released to the public. The 2022-2023 mSGP score reports are accessible only to those with proper data access permissions, and districts must ensure confidentiality of individual personnel data. The NJDOE strongly recommends that districts store mSGP data in each teacher's personnel file or in another secure manner that is easily accessible to the educator, either electronically or on paper. Educator mSGP data should be handled in the same secure manner with which one would treat, handle, and store any part of a confidential personnel record.

**Note About Corrective Action Plans**

For educators who receive an "Ineffective" or "Partially Effective" summative evaluation rating after the start of the school year, the CAP must be developed within 25 working days of the district's receipt of the rating. For teachers qualifying for an mSGP score, NJDOE defines "district's receipt of rating" as the date on which districts receive access to the EIS, which is November 30, 2023. If there are educators who are likely to require a CAP, but are waiting to receive mSGP scores and summative ratings, prepare for this process in advance by reviewing CAP requirements and CAP resources with educators. As a reminder, educators who qualified for the mSGP score, and were placed on a CAP following receipt of the score from last school year, must remain on this CAP until the next summative rating is received.

**Contact Information**

For specific questions, contact the Office of Educator Effectiveness at [edueval@doe.nj.gov](mailto:edueval@doe.nj.gov).

c: Members, State Board of Education  
NJDOE Staff  
Statewide Parent Advocacy Network  
Garden State Coalition of Schools  
NJ LEE Group