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December 6, 2016

TO: Chief School Administrators
Charter School and Renaissance School Project Leads
Nonpublic School Leads

ROUTE TO: School/District Certification Staff

FROM: Kristen Brown, Chief Talent Officer
Division of Talent and Performance

SUBJECT: Evaluation of Provisional Teachers

This memorandum provides information to the certification staff of school districts, charter school/Renaissance School Projects and nonpublic schools regarding the summative evaluation data that must be submitted to the New Jersey Department of Education (NJDOE) in order to issue standard certificates to provisional teachers.

Action Step for School/District Certification Staff:

At the end of the 2016-17 school year, school/district certification staff must enter summative evaluation ratings for all provisional teachers into the [Provisional License Registration Management System \(PLRMS\)](#).

Additional Context:

On November 4, 2015, the New Jersey State Board of Education adopted regulations requiring that teachers demonstrate multiple years of successful performance, among other criteria, to earn a standard certificate. Full regulatory language is available at [N.J.A.C.6A:9B-8.7](#).

The evaluation for a standard certificate must adhere to the criteria of AchieveNJ, the statewide evaluation system that schools use to evaluate certificated staff. Provisional teachers must receive two effective or highly effective final ratings within three consecutive years to satisfy the evaluation criteria for a standard certificate.

School and district certification staff are currently using PLRMS to register provisional teachers. For this past school year (2015-16), the NJDOE will use the evaluation data submitted through the

NJDOE's NJ Standards Measurement and Resource for Teaching system (NJ SMART), and verified through the Evaluation System Certification Tool (ESCT) to populate most provisional teachers' summative ratings in PLRMS.

In order to issue standard certificates as quickly as possible, going forward the NJDOE will no longer rely upon NJ SMART and ESCT to populate summative ratings in PLRMS. Instead, **at the end of every school year, certification staff will now enter provisional teachers' summative evaluation ratings in PLRMS.** PLRMS is found on the NJDOE's [Homeroom Page](#).

Upon opening the PLRMS application, authorized school/district certification staff may click on "Enter Evaluation Ratings" and select from the drop down list the correct summative evaluation rating for the provisional teacher who was evaluated. NJDOE will then use ESCT to verify the accuracy of these entries.

If you have any questions or concerns about PLRMS or the requirements for standard certification, contact the NJDOE's Office of Certification and Induction at ptp@doe.state.nj.us or (609) 984-6377.

KB/RH

c: Members, State Board of Education
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