

Application to Challenge a State-Provided Growth Score: Directions

At its September 2015 meeting, the Board of Regents amended Subparts 30-2 and 30-3 of the Rules of the Board of Regents to prescribe an appeal process for a teacher or principal who wishes to challenge their State-provided growth score (SPGS), in certain limited circumstances for the 2014-15 school year and thereafter while the Department is reviewing the growth model to determine if any changes are needed.

Note that the only educators eligible to receive SPGSs are teachers whose students take the NYS grades 4-8 ELA and math assessments, principals of buildings that include these grade levels, and principals of buildings that include all of grades 9-12. Further, this process is not available to teachers using the SPGS as part of a school- or BOCES-wide group, team, or linked measure.

Teachers and principals who meet the criteria below and choose to challenge their SPGS shall submit an appeal to the Department, using the application on pages 2 and 3 of this document within 20 days of receipt of their overall APPR rating. A copy of this appeal must be provided to the school district or BOCES, who shall have ten days from receipt of the appeal to submit a reply to the Department.

Criteria for challenging a State-provided Growth Score (SPGS)

1. A teacher or principal was **rated**:
 - Ineffective on his/her SPGS being appealed;
 - Highly Effective on his/her Observation/School Visit Category for the corresponding school year; and
 - Effective or better on his/her SPGS in the year prior to the evaluation being appealed.

2. A high school principal of a building with **at least all** of grades 9-12 was:
 - Rated Ineffective on his/her SPGS being appealed;
 - At least 50% of students in his/her school/program, within four years of first entry into grade 9, took a Department-approved alternative examination in English language arts (ELA) and/or mathematics¹; and
 - At least 90% of those students that took a Department-approved alternative examination in ELA and/or mathematics scored proficient or better on the exam.²

Submission process

Applications will be reviewed in the order in which they are received. Applications must be **submitted** to SPGSAppeal@nysed.gov **within 20 days** of an educator's receipt of his/her overall APPR rating **and** must include evidence that a copy of the application was mailed and/or served on the teacher's/principal's district/BOCES. If the application does not meet this timeframe or does not include proof that it was mailed or served on the teacher's/principal's

¹ Such examinations include, but are not limited to, Advanced Placement examinations, International Baccalaureate examinations, SAT II, etc. The complete list of Department-approved alternatives can be found [here](#).

² For the purposes of this appeals process, "proficient or better" on a Department-approved alternative examination is defined as the minimum acceptable score for using such examination as an alternative to a Regents examination.

district/BOCES, the Department will reject the application. For additional information, please see the [SPGS FAQ](#).

Specific questions about this application should be sent to SPGSAppeal@nysed.gov. Districts/BOCES may submit a reply to the Department within ten days of receipt of the application copy to SPGSAppeal@nysed.gov. **All emails sent to SPGSAppeal@nysed.gov must include “SPGS Challenge” in the subject line.**

Impact of a successful appeal

Based on the documentation received, the Department will determine whether a teacher/principal has met either Criteria #1 or Criteria #2 above. If the appeal is granted, the district/BOCES shall substitute the teacher’s or principal’s SPGS score and rating with the score and rating based on the back-up SLO developed by the district/BOCES for such teacher/principal. If a back-up SLO was not developed, the teacher’s/principal’s overall score and rating shall be based on the portions of their Annual Professional Performance Review not affected by the nullification of the SPGS. Following a successful appeal under Criteria #1 and if a back-up SLO is used, a teacher/principal shall not receive a score/rating higher than Developing on such SLO.

High school principals of a building that includes at least all of grades 9-12 who meet either of the criteria below shall not receive a SPGS and instead shall use back-up SLOs:

1. The principal would be rated Ineffective or Developing on the SPGS but the graduation rate of the students in that school building exceeded 90%, and the proportion of the student population included in either the ELA Regents Median Growth Percentile (MGP) or the Algebra Regents MGP was less than 10% of the total enrollment for the school; **or**
2. The principal has **no** Combined MGP rating or score, and the proportion of the student population included in the ELA Regents MGP and Algebra Regents MGP was less than 5% of the total enrollment for the school in one subject, and less than 10% of the total enrollment in the other subject.

An evaluation that is the subject of an appeal to the Department shall not be offered in evidence or placed in evidence in any proceeding conducted pursuant to Education Law §§3020-a and 3020-b or any locally negotiated alternate disciplinary procedure until the appeal process is concluded. Nothing in §30-3.16 of the Rules of the Board of Regents shall be construed to alter or diminish the authority of the governing body of a district to grant or deny tenure to or terminate probationary teachers or probationary building principals during the pendency of an appeal pursuant to this section for statutorily and constitutionally permissible reasons, including the teacher’s/principal’s performance that is the subject of the appeal. Nothing in Subpart 30-3 shall be construed to authorize a teacher/principal to commence the appeal process prior to receipt of his/her overall rating from the district/BOCES.

During the pendency of an appeal under §30-3.16 of the Regents Rules, nothing shall be construed to alter the obligation of a district/BOCES to develop and implement a teacher or principal improvement plan during the pendency of an appeal.

In the event the Department does not grant an appeal under the criteria specified above, the teacher’s or principal’s SPGS shall be utilized in the Student Performance category.

Application to Challenge a State-Provided Growth Score

Please fully and accurately complete this form and submit it and the required evidence noted below within 20 days of receipt of your State-provided Growth Score (SPGS) to: SPGSAppeal@nysed.gov. The Department will only consider the information listed below and the corresponding evidence that is submitted with this appeal. Any documentation that is submitted independently from this appeal will not be considered. Failure to fully complete all components of the application applicable to your appeal with full and accurate information may result in automatic rejection of your appeal. You only need to supply evidence that aligns with the criteria under which you are appealing.

Name of your district or BOCES	
Your Name	
Staff ID (TEACH ID)	
Position	<input type="checkbox"/> Teacher <input type="checkbox"/> Principal
If you are a principal, list the grade levels in your building/program	
Copy of this appeal was provided to my district or, if employed by a BOCES, to my BOCES (must provide evidence)	<input type="checkbox"/> Yes
<i>For all teachers and principals</i>	
State-provided growth score and rating being appealed (must provide evidence, including date received)	
<i>For teachers and principals who are appealing based on Criteria #1</i>	
Score and Rating received on Observation/School Visit Category (must provide evidence)	
State-provided growth score and rating received in the prior year (must provide evidence)	
<i>For high school principals who are appealing based on Criteria #2</i>	
Identify the percentage of students in your school/program, within four years of first entry into grade 9, that took a Department-approved alternative examination in English language arts and/or mathematics (must provide evidence ³)	
Of the percentage listed above, identify the percentage of those students that scored at proficiency or better (must provide evidence) ⁴	

³ Such evidence must be based on a transcript or other written record provided by the district/BOCES or assessment provider. When submitting evidence to the Department, the applicant must use the form “Principal’s State-provided Growth Score Appeals – Supporting Form” found on the [Information and Reporting Services Portal \(IRSP\)](#). Please see the [SIRS Manual](#) for additional information regarding course codes.

⁴ Such evidence must be based on a transcript or other written record provided by the district/BOCES or assessment provider. When submitting evidence to the Department, the applicant must use the form “Principal’s State-provided Growth Score Appeals – Supporting Form” found on the [Information and Reporting Services Portal \(IRSP\)](#). Please see the [SIRS Manual](#) for additional information regarding course codes.

Applicant Certifications

- Applicant is submitting this appeal on his/her own behalf.
- Applicant attests that all information provided in this application is true and accurate as of the date that the application is submitted.
- Applicant understands that, if the appeal is granted by the Department, the district/BOCES shall substitute the applicant's results on his/her back-up SLO developed by the district/BOCES for such applicant.
- Applicant understands that if he/she is filing an appeal pursuant to Criteria #1, if such appeal is granted by the Department, and if a back-up SLO is used, the applicant shall not receive a score/rating higher than Developing on such SLO.

Signature, date

Teacher/Principal Signature

Date