



Associate Commissioner
Office of Curriculum, Assessment and Educational Technology

TO: District Superintendents
Superintendents of Public Schools
Principals of Charter and Other Public Schools

FROM: Ken Wagner

SUBJECT: Extension of Staff Evaluation Rating Data Reporting Deadline

DATE: November 28, 2012

As described in the October 10, 2012 field communication found at <http://www.p12.nysed.gov/irs/News/evalreportingmemo.pdf>, schools and districts responsible for reporting 2011-12 staff evaluation rating data were required to report these data to the Student Information Repository System (SIRS) by November 30, 2012.

Extension of Reporting Deadline

In order to ensure the data are as complete and accurate as possible, the November 30th deadline will be extended. **The new deadline for reporting these data is December 14, 2012**¹. Schools and districts must certify that their evaluation data are complete and accurate no later than December 21st by submitting the certification form available at <http://www.p12.nysed.gov/irs/nystart/certification.html> to your local Level 1 data center.

Thank you for your support as we move forward with this challenging and important initiative. If you have any questions about these technical requirements, please contact your RIC or Big 5 City School District data center or the Office of Information and Reporting Services at 518-474-7965 or via email at dataquest@mail.nysed.gov. If you have questions about the requirements for teacher/principal evaluations, please contact educatoreval@mail.nysed.gov.

C: Regional Information Center Directors
Big 5 Data Coordinators
Regional Information Center SIRS Project Managers
Charter School Network Leaders

¹ Your local Level 1 data center may establish a due date that is earlier than the State deadline of December 14th to allow sufficient time for processing. For a list of Level 1 data center contacts, see <http://www.p12.nysed.gov/irs/nystart/tips.html#contax>.