September 12, 2013

To: Superintendents

From: Ira Schwartz, Assistant Commissioner, Office of Accountability
              Julia Rafal-Baer, Executive Director, Office of Teacher and Leader Effectiveness, Policy and
              Programs

Re: Availability of the Growth Reporting System (GRS) for Viewing 2012–13 Educator State-
              Provided Growth Results

We are writing to provide you with information about the availability of the secure online Growth Reporting System (GRS) for educators in districts to view their State-provided growth results. Today the GRS will be available via EngageNY at http://www.engageny.org/resource/secure-online-growth-reporting-system[1]. The GRS enables authorized teachers, principals, and district personnel to securely access State-provided 2012-13 educator growth results and growth data as well as 2011–12 data, if applicable. Specific details about user access and login information are outlined below[2]. For more information on State-provided growth results, please see our August 2013 memorandum, entitled Delivery of 2012-13 Educator State-Provided Growth Results at http://www.engageny.org/sites/default/files/resource/attachments/growthscorefieldmemo.pdf.

We are relying on you to inform teachers in grades 4-8 English Language Arts (ELA) and math to whom this applies, their principals, and principals with grades 9-12 (all grades) of the availability of this website for viewing their individual growth data. Please share the information in this memo, including the attached Teacher and Principal Information Sheets, with these educators[3]. The teachers and principals that were in the data files you received through the IRS Portal are those included in the GRS. Please use and refer to the materials distributed to you in August to support your conversations and address questions that you may receive (see http://www.engageny.org/resource/resources-about-state-growth-measures).

In addition to providing the growth rating and score used in each educator's APPR, the GRS details results by grade, subject and student group which may assist in supporting instructional improvement and helping principals in identifying schoolwide needs. Student rosters are also available with student-level information that districts provided for use in constructing measures.

As promised in our memo of August 22, there will also be six (6) additional files available today on the IRS Portal for district use that include information that will be visible to users of the GRS but was not sent with the files you needed to complete your APPRs. This information includes the student-level data used in the calculation of the growth scores and provides further detail on teacher and principal growth results[4].

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[1] Teachers and principals employed by the New York City Department of Education will use a separate distribution process to access their reports.

[2] Authorized users of the GRS include superintendents, principals, and teachers. In order to be an authorized user of the GRS, teachers must have an active Teacher Student Roster Verification (TSRV) account with NYSED, available at http://www.p12.nysed.gov/irs/teacher/; principals and superintendents must have an account for the NYSED Application Business Portal available at http://portal.nysed.gov.

[3] For more information about which educators do not have growth scores, see the FAQ at http://www.engageny.org/resource/frequently-asked-questions-about-state-provided-student-growth-scores-2012-13.

[4] These files and the information in the GRS are based on the locally submitted data. For more information about the data and the submission and appeals process see FAQ #14 at http://www.engageny.org/resource/frequently-asked-questions-about-state-provided-student-growth-scores-2012-13. The roster information provides educators with the inputs used in the statewide statistical model, but is not sufficient to replicate the adjusted MGPs used for APPR purposes.

Prior to logging into the GRS for the first time, users should review the Student Growth on State Tests video at http://www.engageny.org/resource/animated-video-student-growth-on-state-tests-2012-13, which explains in a simple way how student growth is measured. The video will also be available on the main login page (http://engageny.org/resource/secure-online-growth-reporting-system/) along with additional resources. The login page contains a GRS tutorial describing how to log into the system, the types of reports available, and a User Guide. The User Guide includes system information such as screen shots, details about how to login, and definitions of variables used in the final calculation of scores. Teacher and principal guides are available at http://www.engageny.org/resource/resources-about-state-growth-measures/ to assist educators with interpreting their State-provided growth scores. These resources will be valuable to understand the data and how to best navigate the system.

NYSED has made every effort to protect the privacy of educators and students. Please help ensure that GRS users exercise caution when accessing the system to view growth data. Leaving a computer unattended while logged on to the GRS website and/or leaving printouts of your data in locations that are available to others can compromise user's privacy and the privacy of students. The GRS contains personally identifiable data so please be sure that the browsers 'cache has been cleared.

The GRS is provided by our growth vendor, the American Institutes for Research (AIR). Questions about the GRS and assistance with user login should be addressed to the Growth Reporting System Help Desk at nygrowth@air.org or (866) 821-6426. Help Desk operators will be available from 8:30 a.m. – 4:30 p.m., Monday through Friday (except holidays).

We want to express our appreciation to all those who worked so diligently to report, collect, and verify these data. Our APPR system relies on multiple measures and for those educators who have State-provided growth scores for the State Growth or Other Comparable Measures subcomponent, these results combined with results from the Locally-selected Measures subcomponent and Other Measures of Effectiveness subcomponent offer valuable insights to help strengthen instructional practices of every teacher and principal. It is important to also recognize that 2012-13 is the first year students have been assessed against the more rigorous standards and employment decisions informed by any measure of effectiveness should be made judiciously[5].

Thank you for your leadership and continued commitment to ensuring that every student in New York has the opportunity to graduate from high school ready for college and career.

Enclosures

C: District Superintendents
        Regional Information Center Directors
        Big 5 Data Coordinators
        Regional Information Center SIRS Project Managers

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[5] See also http://usny.nysed.gov/docs/memo-scores-release.pdf.

LOGIN INFORMATION: Growth Reporting System Authorized Users

Superintendents will access the system using their username and password for the NYSED Application Business Portal System. Superintendents will be able to view data for all schools and teachers within their district. Access to the GRS is available only to authorized users through the SED Delegated Account System or SEDDAS. *As the data in GRS are confidential, it is critical that you maintain security by not sharing usernames and/or passwords.*

- Additional information about SEDDAS can be found at http://www.p12.nysed.gov/seddas/seddashome.html and a *Quick Guide* explaining how to entitle users to the GRS system is available here: http://www.p12.nysed.gov/seddas/guides/air-quick-guide.pdf.
- If necessary, you may reset your password or find your district's SEDDAS Delegated Administrator by accessing the NYSED Business Portal at http://portal.nysed.gov and clicking on the 'Reset Password' or 'Forgot your password?' link in the upper right hand corner, or contact the NYSED SEDDAS Help Desk at seddas_help@mail.nysed.gov or (518) 473-8832.

Principals will access the system using their username and password for the NYSED Application Business Portal System. Principals will be able to view data for their school and, if applicable, for teachers of grades 4-8 ELA and math within their school. Access to the GRS is available only to authorized users through the SED Delegated Account System or SEDDAS. *As the data in GRS are confidential, it is critical that you maintain security by not sharing usernames and/or passwords.*

- Additional information about SEDDAS can be found at http://www.p12.nysed.gov/seddas/seddashome.html.
- If necessary, you may reset your password or find your district's SEDDAS Delegated Administrator by accessing the NYSED Business Portal at http://portal.nysed.gov and clicking on the 'Reset Password' or 'Forgot your password?' link in the upper right hand corner, or contact the NYSED SEDDAS Help Desk at seddas_help@mail.nysed.gov or (518) 473-8832.

Teachers will access the system using their Teacher-Student Roster Verification (TSRV) login ID and password. Teachers will be able to view data for their assigned courses and students. *As the data in GRS are confidential, it is critical that you maintain security by not sharing usernames and/or passwords.*

- Teachers who have not created a TSRV account should visit http://www.p12.nysed.gov/irs/teacher/ and contact their principal and/or district data coordinator in order to get a personal identification number (PIN) that will allow them to complete the account creation process. Note that PINs are generated only after a district submits teacher-student data linkage (TSDL) information for a teacher to the Student Information Repository System (SIRS). TSRV and GRS are separate systems: TSRV will allow teachers to view any roster data submitted to the SIRS by their district; GRS will allow teachers to see the results for the 2012-13 school year which were used as part of the Annual Professional Performance Reviews (APPRs). The GRS also contains additional detail for each educator that may be helpful for instructional improvement and it allows educators to see student rosters with the student- level data provided by their District and used by AIR to construct these measures.
- Teachers who cannot remember their passwords should go to the TSRV login page at https://eservices.nysed.gov/taa/login.htm and choose the "I forgot my password" option. Once your password is changed, you will be able to log on to both TSRV and GRS with this new password. Frequently asked questions regarding login issues are available here: https://eservices.nysed.gov/taa/help.htm.

Teacher Information Sheet
New York State Education Department's Growth Reporting System

As part of the Annual Professional Performance Review (APPR) process, applicable New York State teachers of Math and English Language Arts (ELA) in grades 4 through 8, their principals, and principals of grades 9-12 (all grades) are receiving State-provided growth scores and ratings based on 2012–2013 State tests.[67] State-provided growth scores are one of the multiple measures that make up the annual performance ratings and will count for 20 percent of these educator's evaluation score for the 2012–2013 and 2013-2014 school years. For additional information, including a detailed training webinar describing how State-provided growth scores are calculated, please see the Resources on State Growth Measures page at (http://engageny.org/resource/resources-about-state-growth-measures/) on EngageNY.org. The information provided in these reports may support instructional improvement and professional development goals in conjunction with other information about educator effectiveness.

Prior to logging into the GRS for the first time, users should review the Student Growth on State Tests video at http://www.engageny.org/resource/animated-video-student-growth-on-state-tests-2012-13, which explains in a simple way how student growth is measured. The video will also be available on the main login page (http://engageny.org/resource/secure-online-growth-reporting-system/) along with additional resources. The login page also contains a GRS tutorial describing how to log into the system, the types of reports available and a User Guide. The User Guide includes system information such as screen shots, details about how to login, and definitions of variables. These resources will be valuable to understand the data and how to best navigate the system. In addition, we have developed teacher and principal guides available at: http://www.engageny.org/resource/resources-about-state-growth-measures/ to assist educators with interpreting their State-provided growth scores.

NYSED makes every effort to protect the privacy of educators and students. GRS users should use caution when accessing the system to view growth data. Leaving your computer unattended while logged on to the GRS web site and/or leaving printouts of your data in locations that are available to others can compromise your privacy and the privacy of your students. The GRS contains personally identifiable data so please be sure that the browsers 'cache has been cleared. Please note that the GRS is provided by our growth vendor, the American Institutes for Research (AIR). Questions about the GRS and assistance with login to the GRS should be addressed to the Growth Reporting System Help Desk at nygrowth@air.org or (866) 821-6426. Help Desk operators will be available from 8:30 a.m. – 4:30 p.m., Monday through Friday (except holidays).

Please use your Teacher-Student Roster Verification (TSRV) login ID and password to access the system and view growth data for your assigned courses and students. If you have not created a TSRV account, please visit http://www.p12.nysed.gov/irs/teacher/ and contact your principal and/or district data coordinator in order to get a personal identification number (PIN) that will allow you to complete the account creation process. Please note that TSRV and GRS are separate systems: TSRV will allow you to view any roster data submitted by your district; GRS will allow you to see additional detail about your results for 2012-13 and to view the student-level data used by AIR to calculate the State-provided growth measures that are used as part of your APPR. If you cannot remember your password please go to the TSRV login page at https://eservices.nysed.gov/taa/login.htm and choose the "I forgot my password" option. Once your password is changed, you will be able to login to both TSRV and GRS with this new password. Frequently asked questions regarding login issues are available here: https://eservices.nysed.gov/taa/help.htm. As the data in GRS are confidential, it is critical that you maintain security by not sharing login ID and/or passwords.

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[6] For more information about which educators do not have growth scores, see the FAQ at http://www.engageny.org/resource/frequently-asked-questions-about-state-provided-student-growth-scores-2012-13.

[7] Teachers employed by the New York City Department of Education will use a separate distribution process to access reports.

Principal Information Sheet
New York State Education Department's Growth Reporting System

As part of the Annual Professional Performance Review (APPR) process, applicable New York State teachers of Math and English Language Arts (ELA) in grades 4 through 8, their principals, and principals of grades 9-12 are receiving State-provided growth scores and ratings based on 2012–2013 State tests[89]. State-provided growth scores are one of the multiple measures that make up the annual performance ratings and will count for 20 percent of these educators' evaluation scores for the 2012–2013 and 2013-2014 school years. For additional information, including a detailed training webinar describing how State-provided growth scores are calculated, please see the Resources on State Growth Measures page at (http://engageny.org/resource/resources-about-state-growth-measures/) on EngageNY.org.

The information provided in these reports may support instructional improvement and professional development goals in conjunction with other information about educator effectiveness.

Prior to logging into the New York State Growth Reporting System (GRS) for the first time, users should review the Student Growth on State Tests video accessible at http://www.engageny.org/resource/animated-video-student-growth-on-state-tests-2012-13. This video explains in a simple way how student growth is measured. It will also be available on the main login page (http://engageny.org/resource/secure-online-growth-reporting-system/) along with additional resources. The main login page also contains a GRS tutorial describing how to log into the system, the types of reports available, and a User Guide. The User Guide includes system information such as screen shots, details about how to login, and definitions of variables. These resources will be valuable to understand the data and how to best navigate the system. We have also developed two guides, A Principal's Guide to Interpreting State-Provided Growth Scores for Grades 4-8 available here: http://www.engageny.org/resource/principal-s-guide-to-interpreting-state-provided-growth-scores-2012-13-grades-4-8 and A Principal's Guide to Interpreting State-Provided Growth Scores for Grades 9-12 available here: : http://www.engageny.org/resource/principal-s-guide-to-interpreting-state-provided-growth-scores-2012-13-grades-9-12.

NYSED makes every effort to protect the privacy of educators and students. GRS users should use caution when accessing the system to view growth data. Leaving your computer unattended while logged on to the GRS web site and/or leaving printouts of your data in locations that are available to others can compromise your privacy and the privacy of your students. The GRS contains personally identifiable data so please be sure that the browsers 'cache has been cleared. Please note that the GRS is provided by our growth vendor, the American Institutes for Research (AIR). Questions about the GRS and assistance with login to the GRS should be addressed to the Growth Reporting System Help Desk at nygrowth@air.org or (866) 821-6426. Help Desk operators will be available from 8:30 a.m. – 4:30 p.m., Monday through Friday (except holidays).

Please use your NYSED Application Business Portal System username and password to access the system and view growth data for your school. If applicable, you will be able to view data for teachers of grades 4-8 ELA and math within your school. Access to the GRS is available only to authorized users through the SED Delegated Account System or SEDDAS. Additional information about SEDDAS can be found at http://www.p12.nysed.gov/seddas/seddashome.html. If necessary, you may reset your password or find your district's SEDDAS Delegated Administrator by accessing the NYSED Business Portal at http://portal.nysed.gov and clicking on the 'Reset Password' or 'Forgot your password?' link in the upper right hand corner, or contact the NYSED SEDDAS Help Desk at seddas_help@mail.nysed.gov or (518) 473-8832. Once your password is changed, you will be able to login to both the NYSED Business Portal and GRS with this new password. For information about how to entitle users to access the GRS, please review the Quick Guide here: http://www.p12.nysed.gov/seddas/guides/air-quick-guide.pdf. As the data in GRS are confidential, it is critical that you maintain security by not sharing login ID and/or passwords.

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[8] For more information about which educators do not have growth scores, see the FAQ at http://www.engageny.org/resource/frequently-asked-questions-about-state-provided-student-growth-scores-2012-13.

[9] Teachers employed by the New York City Department of Education will use a separate distribution process to access reports.