**Teacher and Principal Improvements Plans**

[**APPR Guidance Document**](http://www.engageny.org/sites/default/files/resource/attachments/appr-field-guidance.pdf) **References (Updated 8-30-2013**)

C17.

**When/under what circumstances must a district or BOCES implement a teacher or**

**principal improvement plan?**

Upon rating a teacher or principal as Developing or Ineffective through an annual professional performance review, a school district or BOCES must formulate and commence

implementation of a teacher or principal improvement plan (TIP and PIP, respectively) for that teacher or principal. The TIP or PIP must be developed locally through negotiations and implementation must

begin no later than 10 school days from the opening of classes in the school year following the school year for which such teacher or principal’s performance is being measured.

C18.

**What are some potential elements of improvement plans?**

An improvement plan defines specific standards-based goals that a teacher or principal must make progress toward attaining within a specific period of time, such as a 12-month period, and shall include the identification of areas that need improvement, a timeline for achieving improvement, the manner in which improvement will be assessed, and, where appropriate, differentiated activities to support improvement in these areas. The plan should clearly describe the professional learning activities that the educator must complete. These activities should be connected directly to the areas needing improvement. The artifacts that the teacher or principal must produce that can serve as

benchmarks of improvement and as evidence for the final stage of the improvement plan should be described, and could include items such as lesson plans and supporting materials, including student work. The supervisor should clearly state in the plan the additional support and assistance that the educator will receive. In the final stage of the improvement plan, the teacher or principal should meet with his or her supervisor to review the plan, alongside any artifacts and evidence from evaluations, in order to determine if adequate improvement has been made in the required areas outlined within the plan for the teacher or principal

C21.

**Is the department going to review each TIP and PIP that is submitted as part of the APPR form?**

Yes, the Department is going to review each blank TIP and/or PIP form that is uploaded as an attachment to the APPR plan. The Department will be ensuring there is a place on the form where districts can enter each o f the required elements of a TIP and/or PIP (needed areas of improvement, a timeline for achieving improvement, the manner in which the improvement will be assessed, and differentiated activities to support a teacher/principal's improvement in those areas)

.