

Introduction and Instructions for Using the Principal Value-Added Composite Report

The Ohio Department of Education is providing three score options this year for superintendents to choose from as they select a Value-Added score to use in evaluations for principals and assistant principals (hereinafter collectively referred to as principals). The following instructions will help you select the option for each principal that most closely reflects his or her employment history. By doing so, you will be selecting the Value-Added measure that is matched as closely as possible with the building(s) he or she served.

Value-Added Score Options

A. The Default Setting in the electronic Teacher and Principal Evaluation System (eTPES)

Currently, the record for each principal in eTPES displays a default multi-year Value-Added Progress Measure, which is the 2013 Ohio Report Card score for the building each administrator was assigned to in fall 2013. If the default score does not match with a principal's correct building assignments, you will be able to "over-ride" this measure with option B or C below as you input data into eTPES.

B. The Principal Value-Added Composite Report Score

To develop a composite score report for each principal, the department used Educational Management Information System (EMIS) data from districts to identify where he or she worked in a principal role for up to the last three years. The Value-Added score for the overall student populations of these buildings were then combined to calculate a multi-year composite. The resulting composite provides a student growth measure that is tied to the principals' employment records, as reported in EMIS by districts in the fall of 2010, 2011 and 2012. Please verify these records as noted in Step One below, regardless of whether or not you are using the composite report scores in eTPES.

C. One-Year Measure Report

The One-Year Report presents the building Value-Added score for each principal's 2012-2013 building assignment. Superintendents should use this measure if neither the default, nor the Principal Composite Report, accurately reflects the principals' employment history.

Steps for Superintendents to Take

Step One: Verify the Principal Value-Added Composite Report Scores

The department asks that all superintendents review their Principal Composite Reports, and indicate the accuracy of the building locations for each principal by selecting the appropriate description in the green boxes marked "<Select>" in the first column.

The composite score for each principal is shown on the blue-shaded line below the annual building scores. The last column on these blue rows, "Value for eTPES," shows the score to enter into eTPES.

Please return a copy of this verified file to ODE via the Collaboration Center by following these steps: After verifying each principal's building locations as noted in the composite report, save the document. In the Collaboration Center, open the "District Documents" folder, click on the "Documents" tab, then on "Upload Document." Browse to attach the verified Principal Composites file, click on "OK," and the site will upload your file.

Step Two: Select the most appropriate Value-Added score for each principal

If a principal you are reviewing is in his or her fourth year or more as principal in the current building, and that building has Value-Added data, the default Value-Added score now in eTPES should be correct for that principal. If these conditions do not apply, please review the additional score options described above with the principals during the end-of-year evaluation conference and select the most appropriate option. You may over-ride the default score in eTPES on the Principal Student Growth Measure Worksheet with either the multi-year composite or the one-year score.

The Flow Chart and Student Growth Measure graphics, which appear in Appendix A and B of these instructions, will provide further guidance in selecting appropriate student growth measure categories and Value-Added scores. This information outlines appropriate options for principals (including first-year principals) who are serving in all buildings, whether or not they have Value-Added data.

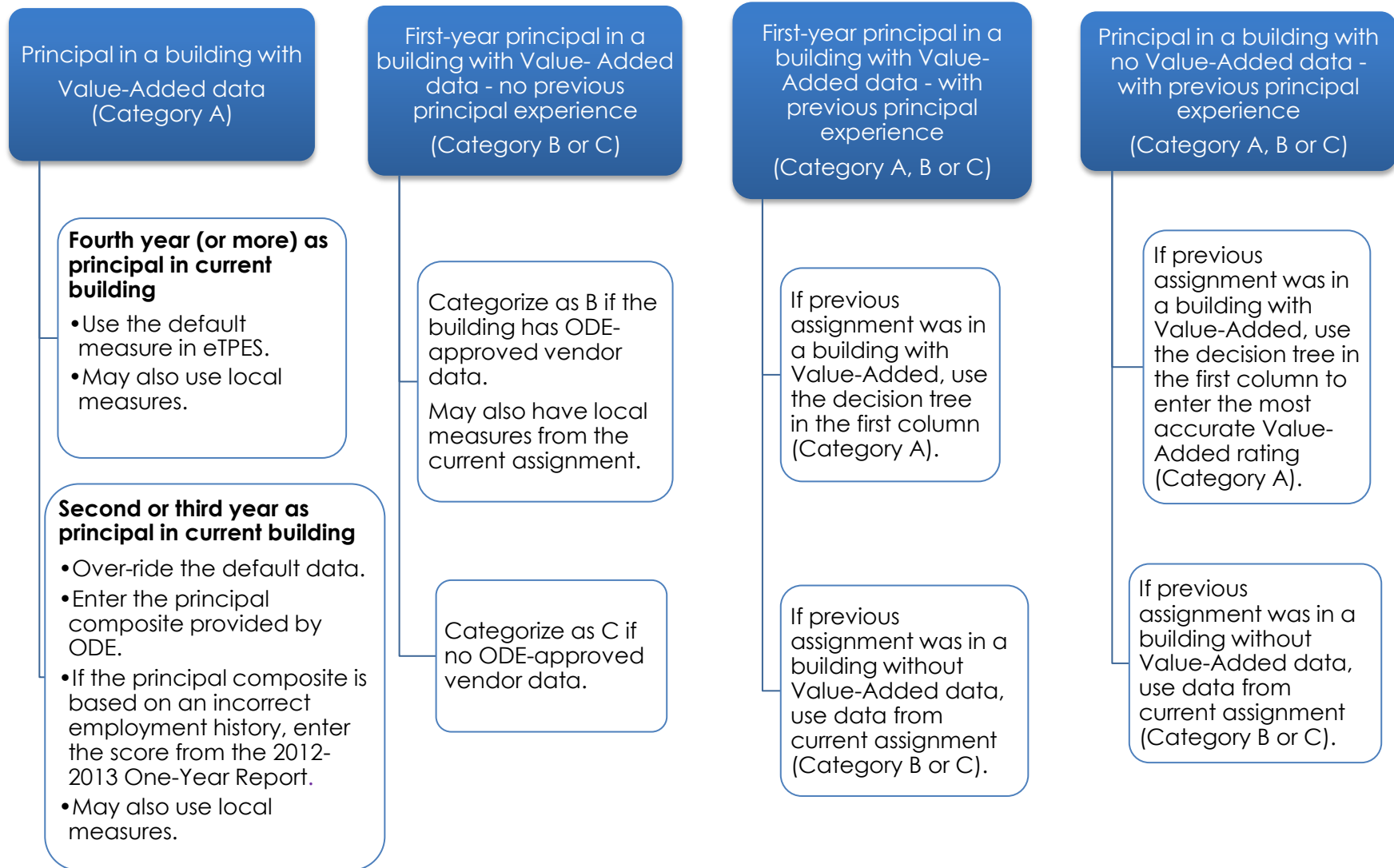
Appendices

Appendix A: Flow Chart for Selecting the Appropriate Category and Student Growth Measure for Principal and Assistant Principal Evaluations

Appendix B: Student Growth Measures Chart: Categories and Percentages

Appendix A: Flow Chart for Selecting the Appropriate Category and Student Growth Measure for Principal and Assistant Principal Evaluations

In fall 2013, the Ohio Department of Education loaded into eTPES the current building Report Card Value-Added measures for all principals working in buildings with Value-Added data. If this measure, known as the default, does not accurately reflect a principal's employment history, the superintendent may over-ride the default with another option. Guidelines for selecting another option are below. To get started, select the appropriate blue box in Row 1 for each principal, based on his or her current (2013-2014) building assignment. See Appendix B for an explanation of each category.



Appendix B: Student Growth Measures Categories and Percentages, Ohio Principal Evaluation System

