



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

MEMORANDUM

DATE: May 19, 2016

TO: Local and Intermediate School District Superintendents
Public School Academy Directors

FROM: Venessa A. Keesler, Ph.D. *V. Keesler*
Deputy Superintendent, Division of Educator, Student and School Supports

SUBJECT: Annual Teacher Evaluation Ratings Required for the Initial Professional and Advanced Professional Education Certificates

The purpose of this communication is to emphasize the necessity for accuracy of annual teacher evaluation ratings (labels), since both the issuance and renewal of an Advanced Professional Education Certificate and the issuance of an initial Professional Education Certificate will require a teacher to present satisfactory evidence of teaching, as demonstrated on annual year-end evaluations under Michigan Compiled Law (MCL) Section 380.1249 of Public Act (PA) 173(2015).

For the purposes of evaluation, a "teacher" is defined as an individual holding a valid Michigan teaching certificate or authorization, and who is employed (or contracted) and assigned by an Intermediate School District, Local Education Agency, or Public School Academy to deliver direct instruction to K-12 students.

Advanced Professional Education Certificate

As required by MCL 380.1531k of PA 173(2015), effective November 5, 2015, in order to progress to an Advanced Professional Education Certificate, an educator must:

- have been rated as highly effective on annual year-end evaluations for three of the five most recent school years, AND
- not have been rated as ineffective on annual year-end evaluations within the 5 most recent school years, AND
- have completed an approved teacher leader program or hold National Board Certification.

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Professional Education Certificate

As required by MCL 380.1531j of PA 173(2015), beginning July 1, 2018, in order to progress to an initial Professional Education Certificate, an educator must:

- present evidence of successful completion of at least 3 full years of classroom teaching, AND
- have been rated as either effective or highly effective for the three consecutive years preceding the application for the Professional Education Certificate OR
- have been rated as effective or highly effective for three nonconsecutive years preceding the application for the Professional Education Certificate and submit a recommendation for progression from his or her current chief school administrator, AND
- complete all other requirements stipulated in law and rule.

The Center for Educational Performance and Information (CEPI) requests that all district administrators ensure the accuracy of educator evaluation labels when entering them into the Registry of Educational Personnel (REP) during the June 2016 collection window and the data correction period, July 11-14, 2016. Additionally, districts should be sharing annual educator evaluations with educators prior to the close of REP data collection and correction windows, so that educators understand their evaluations and what they need to do to properly maintain their educator certificates. Incorrect reporting of educator evaluation labels could negatively impact a teacher's ability to maintain or progress a certificate.

For questions concerning educator evaluation requirements, please contact Jennifer Robel at 517-373-9661. For questions concerning REP data collection or correction windows, please contact CEPI customer support at 517-335-0505 x3 or cepi@michigan.gov

cc: Michigan Education Alliance