



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: August 22, 2019

TO: Local and Intermediate School District Superintendents
Public School Academy Directors
Local Education Agency Principals

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

SUBJECT: Educator Effectiveness Ratings Data Appeals Information

The appeals window for districts to correct educator effectiveness ratings will be open from **September 1 to December 2, 2019**. As required by [MCL 380.1531j](#), specific Educator Effectiveness Ratings are required to progress from the Standard Certificate to the Professional Certificate. It is important to ensure that educators have accurate data considered in their certification process. This data review also supports the Michigan Department of Education's (MDE) Top 10 in 10 Strategic Plan Goal 3: To develop, support, and sustain a high-quality, prepared, and collaborative education workforce.

MDE is asking for district support to:

1. Notify educators that it is time to review educator evaluation labels in the Michigan Online Educator Certification System (MOECS) for accuracy; and,
2. Work with educators to correct inaccurate data within the Registry of Educational Personnel (REP).

Evaluation data attached to non-instructional assignment codes may not be used to progress certification, and thus are not displayed in MOECS. Districts can correct evaluation labels for the last five years but cannot correct an assignment code.

Below are important steps for districts to ensure data quality as they prepare for the corrections window:

- Identify the individuals currently responsible for REP submissions and ensure they receive all relevant MDE and Center for Educational Performance Information (CEPI) communications.
- Conduct an internal audit of the educator evaluation data in the REP for the past five years to identify systematic or isolated data problems. Encourage all

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district teachers and administrators to view their ratings within their MOECS accounts to identify any reporting errors.

- Utilize a local communication plan to ensure that educators are informed about the corrections window.
- Ensure that all teachers assigned to instructional roles in the district know about the need to check their own effectiveness ratings in MOECS.
- Follow a developed protocol for working with educators who feel there is an error in their evaluation data.
- Refer to the following link for full instructions on how to submit a correction within the REP: http://www.michigan.gov/documents/cepi/EdEffectiveness-Appeals_530509_7.pdf

Additional resources related to the Data Appeals Window, including recorded webinars, can be located on the MDE website at:

https://www.michigan.gov/mde/0,4615,7-140-5683_75438_78525-398427--,00.html

For more information regarding educator evaluations, visit www.michigan.gov/mde-edevals or send questions to MDE-EdEvals@michigan.gov. Questions regarding the Nonpublic School Personnel Report may be directed to CEPI at CEPI@michigan.gov or 517-335-0505 ext. 3.

cc: Michigan Education Alliance