

**From:** APPR <APPR@RCSDK12.ORG>  
**Sent:** Wednesday, December 5, 2018 11:14 AM  
**To:** APPR <APPR@RCSDK12.ORG>  
**Subject:** 2018-2019 APPR & SLO Information  
**Importance:** High

Dear Teachers,

**SLOs for 2018-2019 are now available in eDoctrina.** As previously shared with teachers, a new APPR agreement was reached between the District and the RTA which requires fewer teachers to submit SLOs this year. However, based on state requirements, SLOs are still required for teachers whose SLOs cover courses that are linked to a NYS Regents, Science 4, or Science 8 exam. For those teachers who have SLOs linked to these courses, the process for 2018-2019 will be largely similar to the process followed the past several years. Please see below for additional details.

### **SLOs and eDoctrina Login**

You are receiving this email because your SLOs for the 2018-2019 school year have been created in eDoctrina. eDoctrina can be accessed at [www.edoctrina.org](http://www.edoctrina.org). **Please remember you must use the Chrome browser when accessing eDoctrina (do NOT use Internet Explorer with eDoctrina).** Your eDoctrina login ID is your district employee ID number. The password is the password that you previously set for eDoctrina, or if you have never accessed eDoctrina before, the default password is the word **staff**. There is a “forgot password?” link on the login screen if you do not recall your password.

If you are a teacher subject to APPR please log into eDoctrina at your earliest convenience and review the SLOs assigned to you. If you have any concerns with the SLOs selected please review the APPR FAQ document [here](#). If your question is not addressed or you have further concerns (including missing SLOs if you believe you are subject to APPR and have no SLOs assigned) please send an e-mail detailing your specific concerns to [APPR@RCSDK12.org](mailto:APPR@RCSDK12.org).

### **Deadlines**

SLOs for all **semester 1 courses** must be completed and submitted by teachers by **Friday, December 21st, 2018**. SLOs must be submitted for review in eDoctrina by midnight on the specified date. A guide detailing the submission process is attached to this e-mail. After teachers submit, building administrators will review the SLOs and update the status to either ‘Initial Approval’ or ‘Revision Required’. If revisions are requested please review your administrator’s concerns, make updates you deem appropriate, and submit the SLO for review again.

Details for **Year End** deadlines will be provided in a future communication. **\*\*\*FY SLOs will be due 2/14/2019\*\*\***

### **SLO Support**

A **Teacher SLO Support Schedule** with dates and locations for assistance with SLOs is attached to this e-mail. District staff will be on hand to answer your SLO questions and provide hands-on assistance with completing SLOs. These sessions are open to any teacher from across the district; feel free to attend any session that is convenient. Remember to bring your laptop for hands-on assistance as many teachers are able to complete their SLOs during these sessions.

### **Additional SLO Help**

The District provides many additional resources to assist with APPR and SLO questions

- On the eDoctrina home page you will find an SLO Overview Video link that details the SLO completion process.
- Teachers can view the District's APPR page for SLO help [here](#).
- If you have any other questions or concerns that are not addressed by the resources above please contact the APPR mailbox ([APPR@rcsdk12.org](mailto:APPR@rcsdk12.org)) **before** the submission deadline. Please provide a detailed explanation of the question or concern, including relevant supporting documentation, in order to ensure a timely response.

Thank you for your attention and your assistance in meeting these important deadlines.

**- The APPR Team**