Dear Teachers,

The APPR process for 2017-2018 will be largely similar to the process followed the past two years, including the requirement that teachers subject to APPR must complete Student Learning Objectives (SLOs). Please see below for additional SLO details.

SLOs and eDoctrina Login
SLOs for the 2017-2018 school year have been created in eDoctrina. eDoctrina can be accessed at 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 (questions #7, #8, and #12 detail the SLO selection criteria). If you are unsure whether or not you should have SLOs please see question #5 in the FAQ document. 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.

3-8 ELA and Math
Once again the District is required to assess teachers of grades 3-8 ELA and/or Math through assessments other than the State Common Core assessments. District-created post-assessments will be again be utilized for these courses. All teachers teaching these courses will be required to complete SLOs, setting targets for the District-created post-assessments. Pre-assessment results for grades 3-8 ELA and Math are available through eDoctrina's Teacher Dashboard for reference while setting targets. A guide on how to access pre-assessment results is available here.

Deadlines
SLOs for all **Full Year, Semester 1, Quarter 2, and split-term art and music courses (Q1/Q3 or Q2/Q4)** must be completed and submitted by teachers by **Friday, December 22nd, 2017.** 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 **Semester 2, Quarter 3, and Quarter 4 SLO** deadlines will be provided in a future communication.

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) **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