THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK

Commissioner of Education
President of the University of the State of New York
89 Washington Avenue, Room 111
Albany, New York 12234

E-mail: commissioner@nysed.gov
Twitter:@NYSEDNews
Tel: (518) 474-5844

December 22, 2025

Education Law §3012-e STEPS Plan

Jean Sharlow, Superintendent
Marcellus Central School District
2 Reed Parkway
Marcellus, NY 13108

Dear Superintendent Sharlow:

Congratulations. I am pleased to inform you that your Standards-Based Evaluation and Professional Support System (STEPS) plan for Teachers has been accepted as meeting the criteria described in Education Law §3012-e and Subpart 30-4 of the Rules of the Board of Regents. Acceptance of your plan indicates that it meets the minimum statutory and regulatory requirements and does not signify approval or endorsement by the Commissioner of any terms of the plan. Your plan may be implemented beginning in the 2025-2026 school year. Your accepted STEPS plan will remain in effect until you amend or modify it and have the revised plan accepted by the Department, or until the law changes.

Please note that your accepted STEPS plan will be posted on the NYSED website, and a complete copy of the plan must also be posted on your website.

Please be advised that, pursuant to Education Law §3012-e, data from STEPS plans "shall be collected and used to the extent necessary to comply with any applicable state and federal statutory requirements." The Commissioner may also release data to the public, consistent with Education Law §3012-e(4)(c), and may comment on the quality of the plan at any time.

The New York State Education Department and I look forward to continuing our work together to strengthen our educator pipeline, cultivate equity-minded leadership, and support learning environments where every student is prepared for success in college, career, and civic life.

Thank you again for your hard work.

Sincerely,

Betty A. Rosa
Commissioner

Attachment

c: Matthew Cook

NOTE:

Only documents that are incorporated by reference in your STEPS plan have been reviewed and are considered as part of your plan; therefore, any supplemental documents such as memoranda of agreement or understanding that were uploaded with your plan but are not incorporated by reference in your plan have not been reviewed. However, the Department reserves the right to review any uploaded attachments at any time for consistency with your plan and/or to ensure compliance with applicable laws and regulations; and as a result of such review, the Department may reject your plan and/or require corrective action.

If you received acceptance of a STEPS plan for Teachers only or Principals only, please note that Education Law §3012-e requires that you continue to implement the remainder of your Education Law §3012-d plan, as approved by the Commissioner, until such time as your STEPS plan for your remaining educators is accepted.