

2017-18 Level of Overall Effectiveness (LOE)

Nullification User Guide

Updated Oct. 22, 2018

Once all required components for the educator’s evaluation have been imported by the department and district, the level of overall effectiveness (LOE) will calculate in [TNCompass](#). On the educator’s evaluation page, the system will display the scoring methodology that resulted in the highest scale score used to assign the LOE. The administrator* finalizing the evaluation should enter his/her electronic signature (PIN) to acknowledge that the evaluation has been reviewed. After an administrator has acknowledged the evaluation, the educator should enter his/her PIN to finalize the evaluation. **All nullifications and related PIN signatures should be finalized no later than 5 p.m. CT on Nov. 30, 2018.**

For the 2017-18 academic year, educators with 2017-18 TNReady data included in the calculation of their LOE have the option to nullify the 2017-18 LOE score. Guidance related to decision-making around nullification can be found here: [Level of Overall Effectiveness \(LOE\) Nullification Guidance](#)

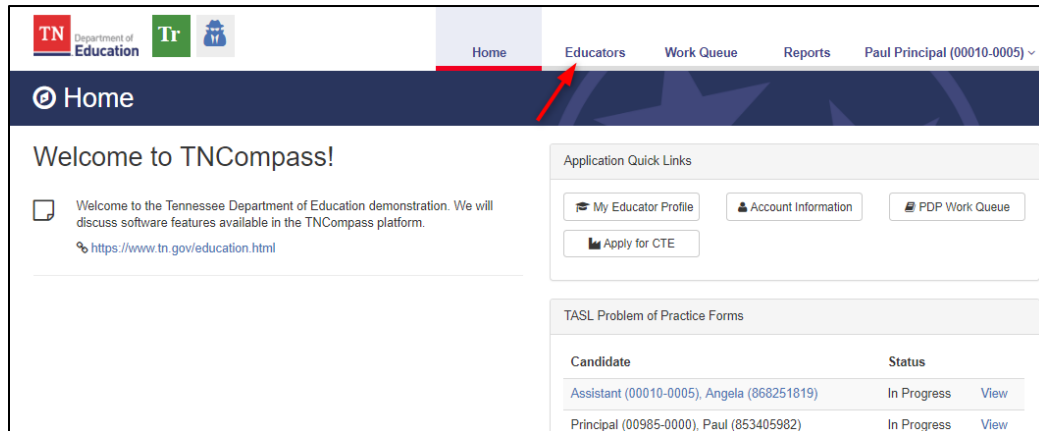
**In this user guide, administrator is defined as current or previous year principal, assistant principal, superintendent, superintendent designee, or other role that has been granted the evaluation edit permission within TNCompass.*

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Administrator

Locating an Educator

- Select **Educators** from the home page.



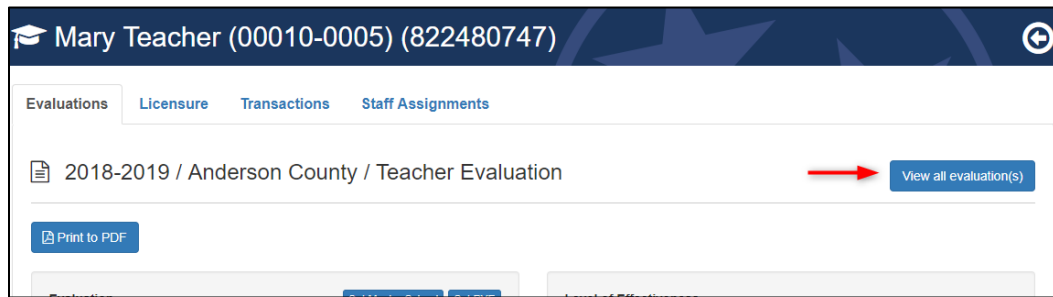
- Locate the educator by using the search filters. Search by any combination:
 - Educator type
 - First name
 - Last name
 - License number
 - SSN

 TNCompass will retain search criteria entered even after leaving the page. Please remember to clear search or enter new search criteria when searching for a different educator.

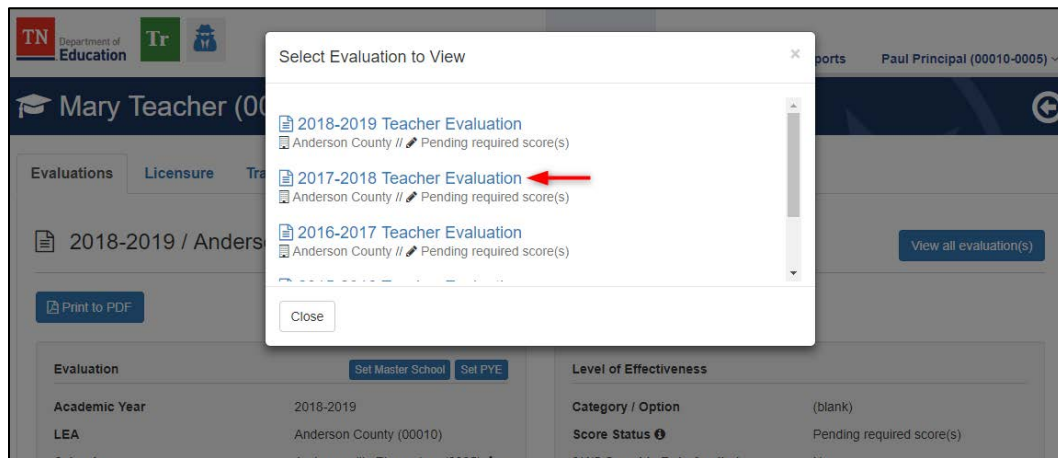
- Click the educator's name or the evaluation record to open the evaluation.

3

- If the current academic year evaluation record is displayed, click **View all evaluation(s)**.



- Click the desired academic year from the **Select Evaluation to View** window.



View the Level of Overall Effectiveness

The Level of Overall Effectiveness score will display:

- Category / Option
- Score Status
- 3/4/5 Override Rule Applied
- 4/5 Trump Rule Applied
- LOE Scale Score
- LOE Score
- LOE Override

Evaluations
Licensure
Preparation
Transactions
Staff Assignments

2017-2018 / Anderson County / Teacher Evaluation
View all evaluation(s)

i You are viewing information from a previous academic year.

Print to PDF

Evaluation	
Academic Year	2017-2018
LEA	Anderson County (00010)
School	Claxton Elementary (0015)
Model	TEAM Model
Educator Type	Teacher
Coach Conversation Conducted	<input type="checkbox"/>
Partial Year Exemption (PYE)	No

Level of Overall Effectiveness <i>i</i>	
Category / Option	teacher with portfolio assessment
Score Status <i>i</i>	LOE score calculated
3/4/5 Override Rule Applied	No
4/5 Trump Rule Applied	No
LOE Scale Score	413.00
LOE Score	4.00
LOE Override	

- Click the information icon next to the Level of Overall Effectiveness label to see the scoring options available for the educator's Category / Option.


Evaluations
Licensure
Preparation
Transactions
Staff Assignments

2017-2018 / Anderson County / Teacher Evaluation
View all evaluation(s)

i You are viewing information from a previous academic year.

Print to PDF


Evaluation	
Academic Year	2017-2018
LEA	Anderson County (00010)
School	Claxton Elementary (0015)
Model	TEAM Model
Educator Type	Teacher
Coach Conversation Conducted	<input type="checkbox"/>
Partial Year Exemption (PYE)	No

Level of Overall Effectiveness <i>i</i> 	
Category / Option	teacher with portfolio assessment
Score Status <i>i</i>	LOE score calculated
3/4/5 Override Rule Applied	No
4/5 Trump Rule Applied	No
LOE Scale Score	413.00
LOE Score	4.00
LOE Override	

- The system will display the score calculation options.
- The selected option will have a label with a yellow star and ***Selected Option***.

Level of Effectiveness Details

✕

 ★ Selected Option

Category/Option	tested teacher with previous individual TVAAS data (16-17 and 17-18) (option 1)			tested teacher with previous individual TVAAS data (16-17 and 17-18) (option 2)		
Status	LOE score calculated			LOE score calculated		
3/4/5 Override Rule Applied	No			No		
4/5 Trump Rule Applied	No			No		
L.O.E. Scale Score	341.65			335.50		
L.O.E. Score	3.00			3.00		
Components	Weight	Score	Scale	Weight	Score	Scale
Observation Rubric	65%	3.41	221.65	50%	3.41	170.5
Achievement Measure	15%	4.00	60	15%	4.00	60
Growth Measure	0%	3.00	0	0%	3.00	0
Individual Growth (Single-year)	0%	3.00	0	35%	3.00	105
Individual Growth (Multi-year)	20%	3.00	60	0%	3.00	0

Close

Adding Administrator Electronic Signature

- Scroll to the bottom of the evaluation page.
- Enter PIN (click **Show PIN** to recover PIN).
- Click **Complete Form**.

Pin Signature

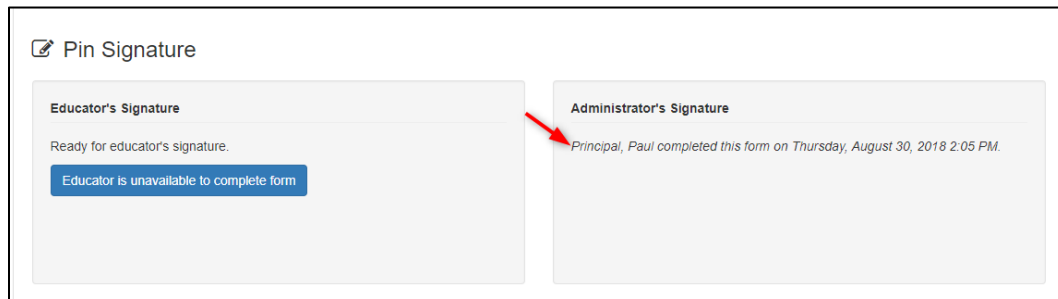
Educator's Signature

Administrator must complete form first.

Administrator's Signature

Enter Administrator PIN below and click "Complete Form" to confirm.

The **Administrator's Signature** will be displayed with the date and time entered.



Pin Signature

Educator's Signature

Ready for educator's signature.

Educator is unavailable to complete form

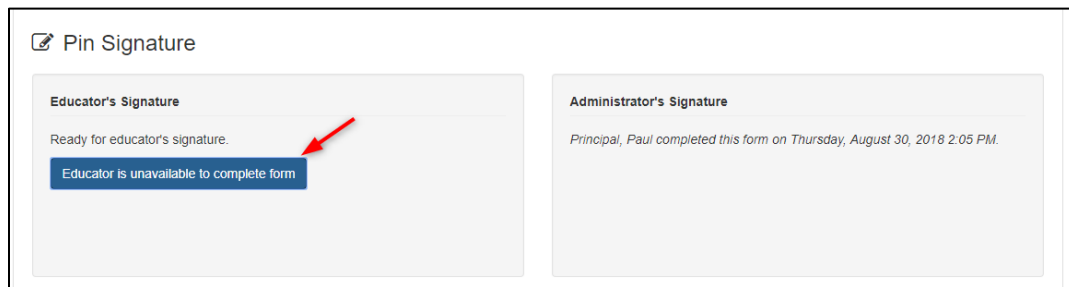
Administrator's Signature

Principal, Paul completed this form on Thursday, August 30, 2018 2:05 PM.

Educator Unavailable to Sign Evaluation

An Administrator can indicate if an educator is unavailable to enter an electronic signature for the evaluation.

- Click **Educator is unavailable to complete form**.



Pin Signature

Educator's Signature

Ready for educator's signature.

Educator is unavailable to complete form

Administrator's Signature

Principal, Paul completed this form on Thursday, August 30, 2018 2:05 PM.

- Select a reason the educator declined or is unavailable to sign the evaluation.
- If **Other** is selected as the reason, enter a reason description.
- Enter PIN (click **Show PIN** to recover PIN).
- Click **Save**.

Educator's Signature [X]

The educator has declined or is unavailable.

Please select the reason the educator declined or is unavailable.

☐ Educator refuses to acknowledge

☐ Educator is unable to complete (on leave, etc.)

☐ Signature on file with hardcopy

☐ Other

Other reason clarification

PIN:

[Text Input Field]

Access My PIN

Show PIN

Cancel [Save]

The system will display:

- The name of the person completing the form on behalf of the educator.
- The date and time the signature was entered.
- The reason the person completed the form on behalf of the educator.

Pin Signature [Edit]

Educator's Signature

Educator unavailable to provide signature.

Principal, Paul (000000000) completed this form on Thursday, August 30, 2018 2:19 PM.

Reason: Educator is unable to complete (on leave, etc.)

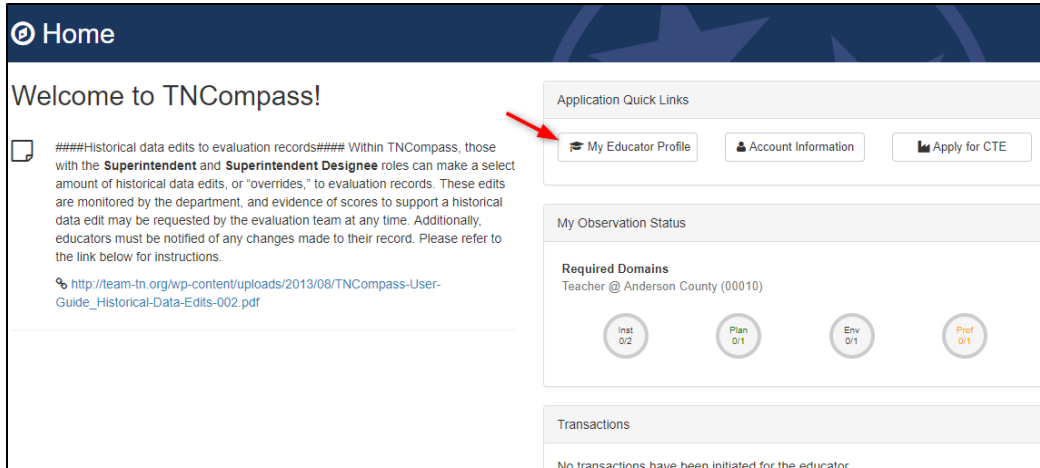
Administrator's Signature

Principal, Paul (000000000) completed this form on Thursday, August 30, 2018 2:05 PM.

Educator

Locating an Evaluation

- Click ***My Educator Profile***.



Home

Welcome to TNCompass!

####-Historical data edits to evaluation records#### Within TNCompass, those with the **Superintendent** and **Superintendent Designee** roles can make a select amount of historical data edits, or "overrides," to evaluation records. These edits are monitored by the department, and evidence of scores to support a historical data edit may be requested by the evaluation team at any time. Additionally, educators must be notified of any changes made to their record. Please refer to the link below for instructions.

http://team-tn.org/wp-content/uploads/2013/08/TNCompass-User-Guide_Historical-Data-Edits-002.pdf

Application Quick Links

- My Educator Profile**
- Account Information
- Apply for CTE

My Observation Status

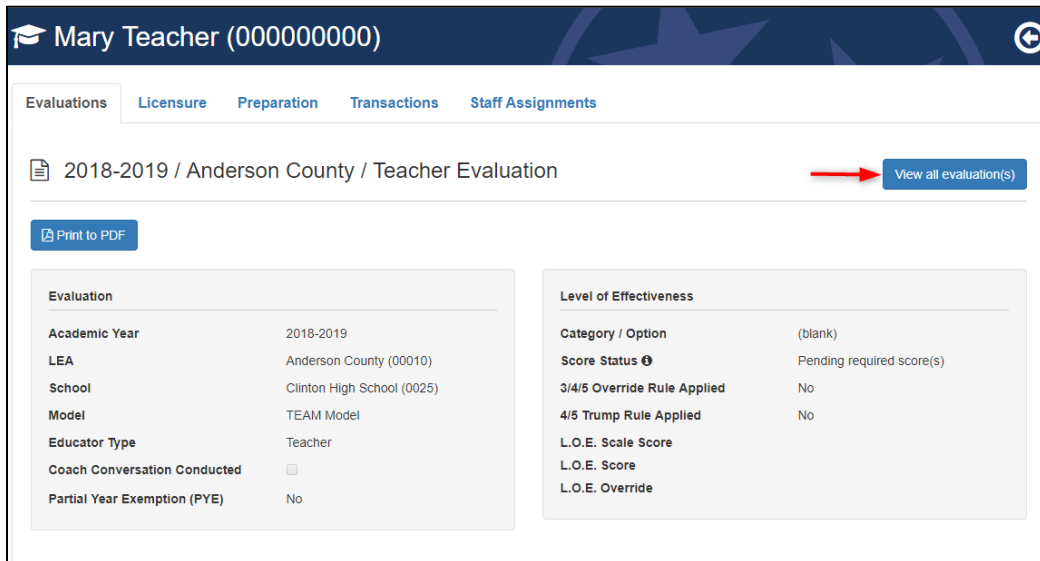
Required Domains
Teacher @ Anderson County (00010)

- Inst 0/2
- Plan 0/1
- Env 0/1
- Prof 0/1

Transactions

No transactions have been initiated for the educator.

- Click ***View all evaluation(s)***.



Mary Teacher (000000000)

Evaluations | Licensure | Preparation | Transactions | Staff Assignments

2018-2019 / Anderson County / Teacher Evaluation

[View all evaluation\(s\)](#)

[Print to PDF](#)

Evaluation	
Academic Year	2018-2019
LEA	Anderson County (00010)
School	Clinton High School (0025)
Model	TEAM Model
Educator Type	Teacher
Coach Conversation Conducted	<input type="checkbox"/>
Partial Year Exemption (PYE)	No

Level of Effectiveness	
Category / Option	(blank)
Score Status ⓘ	Pending required score(s)
3/4/5 Override Rule Applied	No
4/5 Trump Rule Applied	No
L.O.E. Scale Score	
L.O.E. Score	
L.O.E. Override	

- Select the desired academic year.

Select Evaluation to View

2018-2019 Teacher Evaluation

Anderson County // Pending required score(s)

2017-2018 Teacher Evaluation

Anderson County // LOE Score: 3.00

2016-2017 Teacher Evaluation

Anderson County // LOE Score: 3.00

Close

View the Level of Overall Effectiveness

The Level of Overall Effectiveness score will display:

- Category / Option
- Score Status
- 3/4/5 Override Rule Applied
- 4/5 Trump Rule Applied
- LOE Scale Score
- LOE Score
- LOE Override

Evaluations

Licensure

Preparation

Transactions

Staff Assignments

2017-2018 / Anderson County / Teacher Evaluation

View all evaluation(s)

You are viewing information from a previous academic year.

Print to PDF

Evaluation	
Academic Year	2017-2018
LEA	Anderson County (00010)
School	Claxton Elementary (0015)
Model	TEAM Model
Educator Type	Teacher
Coach Conversation Conducted	<input type="checkbox"/>
Partial Year Exemption (PYE)	No

Level of Overall Effectiveness	
Category / Option	teacher with portfolio assessment
Score Status	LOE score calculated
3/4/5 Override Rule Applied	No
4/5 Trump Rule Applied	No
LOE Scale Score	413.00
LOE Score	4.00
LOE Override	

- Click the information icon next to the Level of Effectiveness label to see the scoring options available for the educator's Category / Option.

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2017-2018 / Anderson County / Teacher Evaluation
View all evaluation(s)

You are viewing information from a previous academic year.

Print to PDF

Evaluation	
Academic Year	2017-2018
LEA	Anderson County (00010)
School	Claxton Elementary (0015)
Model	TEAM Model
Educator Type	Teacher
Coach Conversation Conducted	<input type="checkbox"/>
Partial Year Exemption (PYE)	No

Level of Overall Effectiveness ⓘ	
Category / Option	teacher with portfolio assessment
Score Status ⓘ	LOE score calculated
3/4/5 Override Rule Applied	No
4/5 Trump Rule Applied	No
LOE Scale Score	413.00
LOE Score	4.00
LOE Override	

- The system will display the score calculation options.
- The selected option will have a label with a yellow star and **Selected Option**.

Level of Effectiveness Details

★ Selected Option

Category/Option	tested teacher with previous individual TVAAS data (16-17 and 17-18) (option 1)			tested teacher with previous individual TVAAS data (16-17 and 17-18) (option 2)		
Status	LOE score calculated			LOE score calculated		
3/4/5 Override Rule Applied	No			No		
4/5 Trump Rule Applied	No			No		
L.O.E. Scale Score	341.65			335.50		
L.O.E. Score	3.00			3.00		
Components	Weight	Score	Scale	Weight	Score	Scale
Observation Rubric	65%	3.41	221.65	50%	3.41	170.5
Achievement Measure	15%	4.00	60	15%	4.00	60
Growth Measure	0%	3.00	0	0%	3.00	0
Individual Growth (Single-year)	0%	3.00	0	35%	3.00	105
Individual Growth (Multi-year)	20%	3.00	60	0%	3.00	0

Close

Educator Electronically Sign Evaluation

The **PIN Signature** section is located at the bottom of the evaluation page.

- Enter **PIN** (click **Show PIN** to recover PIN).
- Click **Complete Form**.

Pin Signature

Educator's Signature

Enter Educator PIN below and click "Complete Form" to confirm.

☐ By checking this box, I am acknowledging that I am nullifying the 2017-2018 LOE score.

Administrator's Signature

Principal, Paula completed this form on Thursday, August 30, 2018 3:01 PM.

The **Educator's Signature** will display:

- The educator's name indicating completion.
- The date and time the educator entered his/her signature.

Pin Signature

Educator's Signature

Teacher, Mary completed this form on Thursday, August 30, 2018 3:03 PM.

Administrator's Signature

Principal, Paul completed this form on Thursday, August 30, 2018 3:01 PM.

Educator Electronically Sign Evaluation and Nullify Level of Overall Effectiveness Score

The **PIN Signature** section is located at the bottom of the evaluation page.

- To nullify the 2017-2018 LOE score, click the checkbox next to the statement, **By checking this box, I am acknowledging that I am nullifying the 2017-2018 LOE score.**
- Enter **PIN** (Click **Show PIN** to recover PIN).
- Click **Complete Form**.

Pin Signature

Educator's Signature

Enter Educator PIN below and click "Complete Form" to confirm.


☒ By checking this box, I am acknowledging that I am nullifying the 2017-2018 LOE score.

Administrator's Signature

Principal, Paul completed this form on Thursday, August 30, 2018 2:28 PM.

The ***Educator's Signature*** will display:

- Statement indicating the LOE score was nullified by the educator.
- The educator's name indicating completion.
- The date and time the educator entered his/her signature.

 Pin Signature

Educator's Signature

The educator has elected to nullify LOE scores for the 2017-2018 school year.

Mary Teacher (000000000) completed this form on Thursday, August 30, 2018 2:50 PM.

Administrator's Signature

Principal, Paul completed this form on Thursday, August 30, 2018 2:28 PM.

- A red asterisk will display next to each score component to indicate the score was nullified by the educator.

Growth Measure *

Selected Measure

EOC Composite (school level)
The department has locked measure selection for this academic year.

Scores

Original
4.00

Individual Growth (Single-year) *

35%

- A message indicating the educator has nullified the LOE score at the top of the evaluation record.
- **Nullified** will display next the LOE Score.

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2017-2018 / Anderson County / Teacher Evaluation
View all evaluation(s)

You are viewing information from a previous academic year.

The educator has elected to nullify the LOE score for the 2017-2018 school year.

Print to PDF

Evaluation	
Academic Year	2017-2018
LEA	Anderson County (00010)
School	Clinton High School (0025)
Model	TEAM Model
Educator Type	Teacher
Coach Conversation Conducted	<input type="checkbox"/>
Partial Year Exemption (PYE)	No

Level of Effectiveness	
Category / Option	tested teacher with previous individual TVAAS data (15-16, 16-17, 17-18) (option 3)
Score Status	LOE score calculated
3/4/5 Override Rule Applied	No
4/5 Trump Rule Applied	No
L.O.E. Scale Score	307.00
L.O.E. Score	3.00 Nullified
L.O.E. Override	

- The Professional Development Points section of the **Licensure** page will display a message indicating the 2017-2018 LOE was nullified and the points are awarded from the prior year LOE score.

Professional Development Points
0 pending requests
Add PDPs

Overall Evaluation Scores

Evaluation	Category	Description	Date Awarded	Points Earned
2018-2019 / Anderson County / Teacher	Overall Evaluation Score		06/01/2019	0
2017-2018 / Anderson County / Teacher *	Overall Evaluation Score		06/01/2018	10
2016-2017 / Anderson County / Teacher	Overall Evaluation Score		06/01/2017	10
2015-2016 / Anderson County / Teacher	Overall Evaluation Score		06/01/2016	10
2014-2015 / Anderson County / Teacher	Overall Evaluation Score		06/01/2015	10

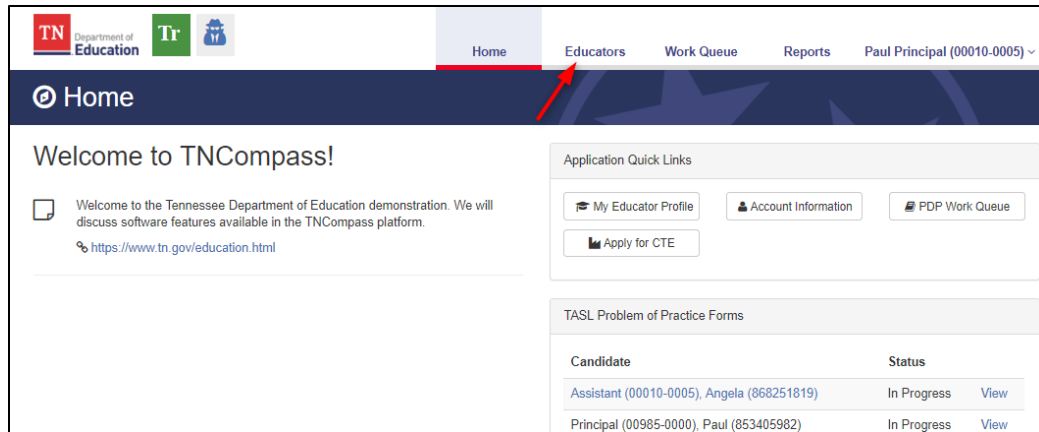
Showing the 5 most recent Overall Evaluation Scores
Show All 8 Overall Evaluation Scores

* The educator has chosen to nullify the LOE scores for the evaluation and the PDP points are retrieved from the prior year evaluation.

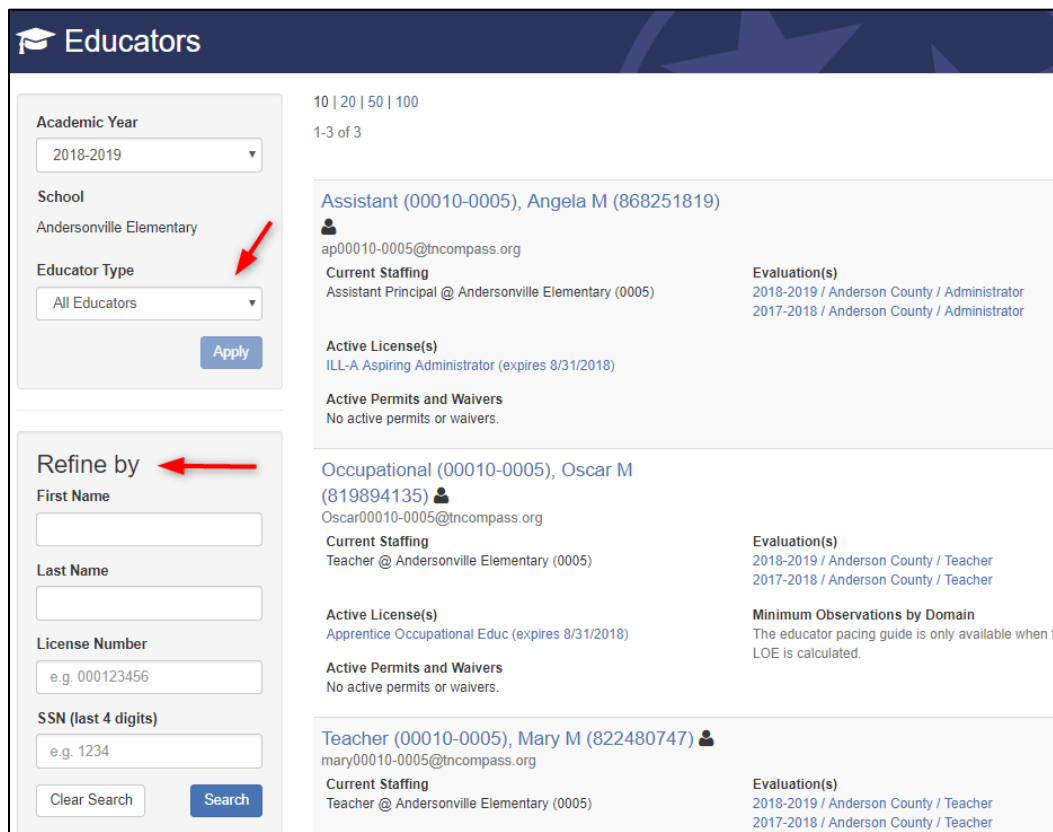
Administrator Edit

Removing Nullification with Administrative Edit

- Select **Educators** from the home page.



- Locate the educator by using the search filters. Search by any combination:
 - Educator type
 - First name
 - Last name
 - License number
 - SSN



⚠️ TNCompass will retain search criteria entered even after leaving the page. Please remember to clear search or enter new search criteria when searching for a different educator.

The options to open an evaluation record are dependent on the roles and permissions.

- Click the educator's name or the evaluation record to open the evaluation.

- If the current academic year evaluation record is displayed, click **View all evaluation(s)**.

- Click the desired academic year from the **Select Evaluation to View** window.
- Click **Administrative Edit**.

Evaluations Salary Assignments Licensure Preparation Transactions Staff Assignments

2017-2018 / Anderson County / Teacher Evaluation

View all evaluation(s)

You are viewing information from a previous academic year.

Print to PDF

Administrative Edit

Evaluation

Academic Year 2017-2018
LEA Anderson County (00010)
School Claxton Elementary (0015)
Model TEAM Model
Educator Type Teacher
Coach Conversation Conducted ☐
Partial Year Exemption (PYE) No

Level of Overall Effectiveness

Category / Option teacher with portfolio assessment
Score Status ☐ LOE score calculated
3/4/5 Override Rule Applied No
4/5 Trump Rule Applied No
LOE Scale Score 385.00
LOE Score 4.00
LOE Override

- Check the box labeled **Nullify 2017-2018 Level of Effectiveness scores**.
- Attach supporting evidence and enter a description.
- Enter PIN (click **Show PIN** to recover PIN).
- Click **Apply Administrative Edit**.

LOE Nullification

☒ Nullify 2017-2018 Level of Effectiveness scores.

Please note that this will alter the Evaluation PDPs awarded for this academic year to match that of last year and may affect licensing requirements.

For documentation purposes, please attach supporting evidence followed by a rationale for the historical edit. Then, enter your PIN and click "Apply Administrative Edit."

Supporting Evidence:

Browse...

Please describe the circumstances that warrant this historical data edit (minimum 25 characters).

PIN:

Show PIN

By entering this PIN, I signify that any score override has been verified for accuracy and that the educator has been notified of any changes to his or her record. I understand that changes to component scores may result in a change to an educator's level of effectiveness (LOE) for a given year. The district assumes responsibility for all resulting impacts from this edit and can provide proof of these scores upon request.

Apply Administrative Edit