

2021-22 Evaluation Flexibility Options Survey Guidance – State Services Schools

Purpose

Each year, the department administers the [Evaluation Flexibility Options Survey](#) to identify how districts choose to operationalize the various components of the Tennessee Educator Acceleration Model (TEAM) teacher and leader evaluation system. Responses from the survey dictate the configuration of TNCompass for districts. Additionally, the department uses survey responses to inform and deploy appropriate supports.

Submissions should reflect the implementation of educator evaluation at the local level. We encourage districts to make selections that best support district strategic priorities. With questions about any component, please contact TEAM.Questions@tn.gov.

Important Dates

TNCompass configuration includes securing evaluation data during the transition to the 2021-22 school year. Please note the following dates:

June 30	Evaluation flexibility options survey due to the department Note: <i>Districts will not be configured for evaluation in TNCompass for 2021-22 until the survey and subsequent configuration is complete.</i>
June 30 - July 28	TNCompass configuration: All staffing/permissions from 2020-21 will automatically rollover to 2021-22. During the rollover window, all staffing in TNCompass will be locked. As such, no staffing should be adjusted in TNCompass during the rollover window.
July 28	TNCompass configured and open for 2021-22. Custom permissions must be re-assigned.

Navigating This Document and Completing the Survey

- In this guidance document, the * represents a required response in the survey. The red text provides additional question details.
- Survey completers can elect to either complete the survey in one sitting or “save and resume later.” Survey completers can navigate throughout the survey, but all required items must be completed before submitting the form.
- The survey contains three sections: contact information, TNCompass configuration options, and director of schools’ signature section.

Directors of schools sign the survey to confirm district selections within the survey. **The director of schools MUST electronically sign the survey for the process to be complete.**

Upon survey submission, an email will be sent immediately to the survey completer and the director of schools containing all submitted responses. **Please print and save this document for your records.** The selected options represent a district commitment.

Resources

With questions regarding any of these decision points, contact TEAM.Questions@tn.gov. Additionally, the following related resources may be referenced not only for survey completion, but throughout the year to support implementation:

- [Evaluation Rule 0520-02-01](#)
- [Evaluation Policy 5.201](#)
- [TNCompass Quick Start Guide](#)
- [TEAM Website](#)

I. Contact Information

1. *District Information

- *District name
- *CORE region

2. *Survey Completer Information

- *Survey completer full name
- *Survey completer email address
- *Survey completer role

3. *Director of Schools Information

- *Director of schools full name
- *Director of schools email
- *Director of schools phone number

4. *Superintendent Designee Information

This role mimics the role of the superintendent in TNCompass and has access to the same permissions, reports, and charts.

- *Designated superintendent full name
- *Designated superintendent district role
- *Designated superintendent email address
- *Designated superintendent phone number

5. *District TEAM Evaluation Configurator Information

This role is responsible for ensuring the evaluation data quality of the district, including observation data, achievement measure data, and student growth data.

- *District TEAM evaluation configurator full name
- *District TEAM evaluation configurator email address
- *District TEAM evaluation configurator phone number

6. *Tennessee Academy for School Leaders (TASL) Configurator Information

This role is responsible for ensuring the TASL data quality of the district, including approving TASL credit, identifying TASL-mandated leaders, and managing TASL academy enrollment/processes.

- *TASL configurator full name
- *TASL configurator district role
- *TASL configurator email address
- *TASL configurator phone number

7. Educator Recognition Contact

The educator recognition contact is responsible for submitting nominations for district teacher, principal, and supervisor of the year. Participation in these programs is optional but strongly encouraged.

- * Educator recognition contact full name
- * Educator recognition contact email address
- * Educator recognition contact phone number

8. *In 2021-22, will the district receive pre-kindergarten program approval under T.C.A. §§ 49-6-103 - 49-6-110 (VPK funding)?

- Yes
If yes is selected, the contact information request below will appear.
- No

***District Voluntary Pre-K Coordinator Information**

This role is responsible for ensuring all district compliance with mandates connected with these funds.

- *District voluntary pre-K coordinator full name
- *District voluntary pre-K coordinator role
- *District voluntary pre-K coordinator email address
- *District voluntary pre-K coordinator phone number

II. TNCompass Configuration

The information in this section dictates the configuration of TNCompass for your district.

Observation

Districts must implement the TEAM model or another state-approved observation model as described in state board policy [5.201](#) and state board rule [0520-02-01](#).

9. *Which of the following state board-approved observation models will be utilized for educator observation?

- Tennessee Educator Acceleration Model (TEAM)
This option will open questions regarding customization and pacing. Selecting this option indicates district plans to use TEAM for both teacher and administrator evaluation.
- The Teacher Instructional Growth for Effectiveness and Results (TIGER)
This option will open the information below regarding teacher evaluator certification. Selecting this option indicates district plans to use TIGER for teacher evaluation and TEAM for administrator evaluation.
- Project COACH
This option will open the information below regarding evaluator certification. Selecting this option indicates district plans to use Project COACH for both teacher and administrator evaluation.
- Teacher Effectiveness Model (TEM)
This option will open the information below regarding teacher evaluator certification. Selecting this option indicates district plans to use TEM for teacher observations and TEAM for administrator evaluation.

This question will appear if TEAM is the selected observation model.

10. *In what ways will the district customize the TEAM observation process for teacher evaluation? Choose all that apply.

- No customization planned
- Require co-observations for all or a sub-set of teachers
A box will appear that requires specification of customization.
- Require additional observations of all or a sub-set of teachers
A box will appear that requires specification of customization.
- Require observations to be sequenced or combined in a specific way
A box will appear that requires specification of customization.

11. *Is the district using the CLASS for all pre-K observations?

- Yes
In order to implement CLASS as an evaluation flexibility option, districts must have reliable CLASS observers. Please contact Misty Moody at Misty.Moody@tn.gov for information about observer certification.
- No

This option is only available to districts that use TEAM.

This question will only appear if TEAM is selected as the teacher observation model.

Observation Pacing

Per state board policy, the number of observations required for teachers is based on the license type and either the previous year's LOE or the previous year's individual growth score.

Districts have the option to select the previous year LOE to guide the number of observations for all teachers *OR* for teachers with individual growth scores (TVAAS, portfolio, or alternative measure of growth to portfolios), select the previous year individual growth score to guide the number of observations, **even if their LOE was higher**.

Please note: Average observation scores will not calculate for a teacher unless all required observations are submitted into TNCompass. If previous year evaluation data has not been submitted to TNCompass, the maximum number of observations for the license type is required, regardless of observation pacing flexibility option selection.

Due to COVID-19 and state board evaluation amendments, observation pacing will be based on 2018-19 data. Find more information on these decisions [here](#).

12. *On which option will the district base 2021-22 teacher observation pacing?

- 2018-19 LOE-based pacing for all teachers
- 2018-19 individual growth score-based pacing for tested/portfolio teachers

School Climate Surveys

13. *Is the district administering student engagement and school climate surveys in 2021-22?

Districts can opt in to the use of student surveys for five percent of a teacher's LOE or for feedback purposes only. Currently approved student survey instruments include:

- [Tennessee School Climate Survey](#)
- [Tripod Survey](#)
- [My Student Survey](#)
- [Panorama](#)
 - Yes, for five percent of the level of overall effectiveness (LOE).
 - Yes, for feedback purposes only.

- No, we will not implement in 2021-22.

This question will only appear when TEAM is selected as the evaluation model.

Administrator Evaluation

14. *Is the district opting into administrator evaluation flexibility in 2021-22?

- Yes, the district enters **one summative score** for each indicator **based on multiple observations** throughout the school year.
- No, the district enters **two scores** for each indicator wherein:
 - fall scores constitute **one-third** of the average observation score, and
 - spring scores constitute **two-thirds** of the average observation score.

Instructional Supervisor Rubric

The Tennessee [Instructional Supervisor Observation Rubric](#) helps define and foster professional growth by providing specific guidance around the vital role instructional supervisors play in impacting student achievement. This recommended, voluntary observation tool for instructional supervisors builds upon the strong foundation and impact of the TEAM teacher and administrator observation tools.

Districts may elect to use scoring and/or feedback in TNCompass for instructional supervisor observations with this tool. Districts may use all or portions of the observation rubric. The district determines how scores generated from the supervisor rubric are used. Average observation scores are for local use only. This process does not result in an LOE, as no growth or achievement measures are selected in TNCompass.

15. *Is the district utilizing the instructional supervisor observation rubric in 2021-22?

- The district will use the rubric for both scores and feedback in TNCompass.
- The district will use the rubric for feedback only in TNCompass.
- The district will use the rubric for scores only in TNCompass.
- The district will not use the rubric in 2021-22.

Data System

While all districts are required to submit teacher and administrator observation data via TNCompass in accordance with state guidelines, there is flexibility around how data may be collected.

16. *Which data system will be utilized to collect teacher observation data?

- TNCompass
- Other (include vendor information) **This option opens fields to specify required vendor contact information.**

17. *Which data system will be utilized to collect administrator observation data?

- TNCompass
- Other (include vendor information) **This option opens fields to specify required vendor contact information.**

This question will appear when *Other* is selected in either or both of the previous questions and is required.

***If using a system other than TNCompass to collect [teacher/administrator] observation data, provide vendor contact information.**

- *Contact full name
- *Company name
- *Email address
- *Phone number

III. Director of Schools' Signature

Please ensure that all of your answers to the survey accurately reflect district intentions and needs. It is the district's responsibility to ensure that all stakeholders are informed and in agreement upon the selections.

The **director of schools** must electronically sign the survey. This form is due in its entirety, complete with the director of schools signature, no later than **June 30 at 5 p.m. CT**. Only one survey should be completed per district.

By signing, the director of schools agrees to all of the selected options within this form. The director's signature indicates their acknowledgment of the 2021-22 TNCompass configuration based on their selections.

In order for the survey to be complete, the director of schools **must** sign the last page of the survey. The survey is complete only when the **SUBMIT** button is clicked.