

## 2022-23 Evaluation Flexibility Options Form Guidance

### Purpose

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

### The selected options represent a commitment.

Submissions should reflect the implementation of educator evaluation at the local level. We encourage school leaders to make selections that best support district strategic priorities. With questions about any component, please contact [Lauren.Huddleston@tn.gov](mailto:Lauren.Huddleston@tn.gov).

### Important Dates

TNCompass configuration includes transitioning data to the 2022-23 school year. Please note the following dates:

<p><b>May 25</b> <b>June 1</b> <b>June 8</b></p>	Office hours are available at 10 a.m. CT for questions relating to the Evaluation Flexibility Options form. Use <a href="#">this link</a> to join.
<p><b>June 10</b></p>	Evaluation Flexibility Options form due to the department by 5 p.m. CT. <i>Note: TNCompass configuration will not be complete until July, even if the form is submitted earlier.</i>
<p><b>June 11-June 30</b></p>	TNCompass Configuration: All staffing/permissions from 2021-22 will automatically roll over to 2022-23. During the rollover window, all staffing in TNCompass will be locked. As such, <b>no staffing should be adjusted in TNCompass during this rollover window.</b>
<p><b>July 1</b></p>	TNCompass configured and open for 2022-23. Custom permissions must be reassigned.

### Navigating This Document

Use this guidance document in conjunction with the Evaluation Flexibility Options Worksheet. The online form must be completed in one attempt (there will *not* be an option to save and return), so it is important the form completer have all the information needed to enter at the time of submission.

When applicable, Tennessee Code Annotated (T.C.A.), state board rule, and state board policy are listed. These specific laws, rules, and policies are linked at the first reference throughout the document.

Note that directors (directors of schools/superintendents/directors of charters) **must** sign the survey to confirm selections. This signature is electronic and must happen before the form is complete and submitted. **This form is due June 10, 2022, by 5 p.m. CT.**

Upon form submission, an email will be sent to the completer and the director of schools. Please print and/or save this document for your records.

## Form Introduction

Select your type of district/school. *The information selected here impacts response options later in the form; please be sure you choose accordingly.*

- District
  - For public districts and LEAs across the state – i.e. Shelby County, Bells, Haywood County.
  - This does **not** represent authorizing districts for charter schools; charter schools should select the next button- *Public charter*.
- Public charter
  - Includes self-run charters and charter management organizations that operate more than one school.

## Contact Information

Information for the following roles must be supplied in this form:

Director of Schools / CMO Lead	This role is the district superintendent or leader of a self-run charter or CMO.
Superintendent Designee	This role mimics the role of the superintendent in TNCompass and has access to the same permissions, reports, and charts.
Evaluation Configurator	This role is responsible for ensuring the evaluation data quality of the district/charter, including observation data, achievement measure data, and student growth data.
Tennessee Academy for School Leaders (TASL) Configurator	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.
Testing Coordinator	This role is responsible for training all personnel that will be assisting in the administration of all or any TCAP assessments including roster verification, oversight of all aspects of assessment administration, and adhering to state testing law and policies.
Educator Recognition contact	This role is responsible for submitting nominations for district teacher, principal, and supervisor of the year along with other department-supported recognition programs. Participation in these programs is optional but strongly encouraged.
Human Resources contact <b>(for districts only)</b>	This role is a department contact for questions regarding vacancy data and other human resources data.
Differentiated Pay contact <b>(for districts only)</b>	This role is responsible for submitting and communicating with the department regarding the district's differentiated pay plan. <ul style="list-style-type: none"> <li>• Additionally, respond whether your district has submitted a differentiated pay plan for 2022-23. These plans are due to the department on June 30 at 5 p.m. CT. If the plan has not been submitted yet, you may request contact from the department for assistance in completing the plan.</li> </ul>

## Section 1: TNCompass Configuration Observation Model

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

This section asks districts/charters to choose which model will be implemented for educator observation purposes. The information used in this section determines TNCompass configuration for educator evaluation and either direct input (TEAM) or vendor import (i.e.: TEM, charter-specific observation models).

**For districts:** the teacher evaluation options are limited to the following state-board approved observation models:

- TEAM
- TEM\*
- Project COACH\*
- TIGER\*

**\*For selections TEM, Project COACH, and TIGER:** the form will require you to state how annual evaluator certification will be conducted. Provide details such as when and how this will occur.

**For selections TEAM, TIGER, and TEM:** TNCompass will configure TEAM as the administrator evaluation model. **Project COACH** is both a teacher and administrator evaluation model and will appear as such in TNCompass.

- **For charters:** this list includes all state-board approved observation models, as listed above, plus additional state-board approved charter models
- **If TEAM is chosen as the observation model,** the district or charter has flexibility in pacing. Per state board policy, the number of observations required for teachers (pacing) is based on the license type and either the previous year's LOE *or* the previous year's individual growth score. Districts and charters using the TEAM rubric have the option to set pacing using these two options:
  - Use the previous year's LOE to guide the number of observations for all teachers, or
  - For teachers with individual growth scores (TVAAS, portfolio, or alternative growth measure), use the previous year's 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 to 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 selection.

- **If TEAM is chosen as the observation model:** the option to use CLASS for pre-K observations is available. CLASS is a pre-K specific observation tool that districts implementing TEAM may opt to use for pre-K only. Information and observer certification can be obtained from [Misty.Moody@tn.gov](mailto:Misty.Moody@tn.gov).

## Section 2: Voluntary Pre-K

Click yes if your district or charter will receive voluntary pre-K (VPK) funding in the 2022-23 school year under T.C.A. §§ 49-6-103 — 49-6-110.

**Note:** if yes, your district or charter must implement a portfolio or a state board approved screener in grades pre-K and K (selected in the next section). You may choose to add additional growth measures for non-tested teachers in other grades/areas; however, selections for pre-K and K are required.

## Section 3: Growth Options for Non-Tested Teacher Groups

The quantitative portion of an educator’s level of overall effectiveness (LOE) combines student growth and achievement. All teachers, regardless of individual growth options, must have a school- or district-wide TVAAS composite selection entered into TNCompass in the event an individual score does not generate.

Per T.C.A. § 49-1-302(d)(2)(B)(ix) **every district and charter** is required to utilize at least one approved alternative growth measure (AGM) for non-tested teachers. Implementation of pre-K/kindergarten portfolios or state board approved screeners meet the requirements of T.C.A. § 49-1-302(d)(2)(B)(ix), and *additional participation in the student growth portfolio model or state board approved screeners is an evaluation flexibility option* for non-tested teachers.

In order to generate an LOE, a teacher must have a growth score. The following options are in place for Tennessee teachers:

Tested teachers <i>with TVAAS data</i>	TVAAS data will comprise 35% of the teacher’s individual growth score
Non-tested teachers <i>without</i> an individual growth measure	TVAAS school composite scores constitute 15% of the LOE for growth; the qualitative (observation) score is increased to 70% and student achievement accounts for the remaining 15% of the LOE
Non-tested teachers <i>with</i> an individual growth score (portfolio or screener)	Portfolio or state board approved screener scores will comprise 35% of the teacher’s individual growth score

**Each district and charter must select at least one option** for non-tested teacher groups based on the following availabilities: portfolio or state board-approved universal reading screener. In order for a state board-approved universal screener to generate a growth score for teachers, it must be the same screener that is used to satisfy the requirements of the Tennessee Literacy Success Act.

Districts and charters receiving VPK funding **are required** to implement selections for pre-K and kindergarten (if both grades exist within the district/charter).

The following options are available for the selected non-tested teacher groups:

Grade / Content Area	Options Available
Pre-K	Portfolio
Kindergarten	Portfolio State-board approved universal reading screener
First Grade	Portfolio State-board approved universal reading screener
Second Grade	Portfolio State-board approved universal reading screener
Physical Education (K-8)	Portfolio
Fine Arts	Portfolio
World Languages	Portfolio

If a portfolio is selected anywhere in this section, you will be prompted to enter information for a portfolio lead.

#### Section 4: School Climate Surveys

According to state board policy [5.201\(2\)](#), districts and charters may opt in to use student surveys for up to five percent of a teacher's level of effectiveness (LOE) score. Currently approved surveys include the following: [Tennessee School Climate Survey](#), [Tripod Survey](#), [My Student Survey](#), [Panorama](#).

#### Section 5: Administrator Evaluation Flexibility

**For charters:** choose which observation model will be used for administrator evaluation

**For districts and charters:** choose if the district/charter will opt into administrator evaluation flexibility in 2022-23:

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

## Section 6: 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 and charters may elect to use scoring and/or feedback in TNCompass for instructional supervisor observations with this tool. Districts and charters may use all or selected portions of the observation rubric. The district/charter 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.

Choose from one of the following:

- The district/charter will use the rubric for both scores and feedback in TNCompass.
- The district/charter will use the rubric for feedback only in TNCompass.
- The district/charter will use the rubric for scores only in TNCompass.
- The district/charter will not use the rubric in 2022-23.

## Section 7: The 4/5 Trump Rule

According to T.C.A. § 49-1-302(d)(2)(B)(v) and state board rule [0520-02-01](#), local boards of education may adopt a policy allowing teachers whose individual student growth data demonstrates an effectiveness level of a 4 or 5 to use the individual student growth score as one hundred percent (100%) of the teacher's final evaluation score. Opting into the 4/5 Trump Rule allows all teachers who score a level of 4 or 5 on the current year's individual growth score (TVAAS, portfolio, or alternative growth measure) to use their individual score for the entirety of their level of overall effectiveness (LOE). Additionally, opting into the 4/5 Trump Rule dictates that individual teacher growth scores determine observation pacing for the following year instead of the LOE, **regardless of which one is higher**.

## Section 8: Data System

If the district/charter is using a system other than TNCompass to collect teacher observation data and/or administrator observation data, be prepared to supply contact information for the vendor.

## Required for Submission: Director's Signature

Before submitting this form, a director's electronic signature is **required**.

- For districts: the director is the superintendent.
- For charters *not part of a CMO*: the director is the executive director of the charter school.
- For charters *who are part of a CMO*: the director is the CMO lead.

By signing and submitting the form, the director is agreeing to implementation of the options set forth on the form for the 2022-23 school year.