

TO: All Evaluation Configurators

SUBJECT LINE: October 2022: Upcoming Evaluation Deadlines

Hello Evaluation Configurators:

Welcome to the monthly email for evaluation configurators! This monthly communication is designed to highlight key actions for the upcoming month as well as recently released resources. All evaluation updates will continue to be shared in the Commissioner’s Update for Directors, the Human Capital Update, and in direct communication to evaluation configurators, portfolio leads, and AGM leads. However, the educator effectiveness team will now publish this monthly communication to provide added reminders and support in meeting the deadlines of the [2022-23 TEAM Evaluation Timeline](#).

If you have any questions or feedback regarding any of the information contained in this email, please reach out to the appropriate contact listed below.

Key Actions for October

Deadline	Action	Owner(s)	Resources	Contact
Oct. 17	Enter final achievement scores for 2021-22 (graduation rate, ACT, etc. as they become available)	Evaluation Configurators & Administrators	TNCompass User Guide	TEAM.Questions@tn.gov
Oct. 17	Complete 2022-23 Staffing in TNCompass	Evaluation Configurators	TNCompass User Guide	TEAM.Questions@tn.gov
Oct. 28	Deadline to submit portfolio teacher roster	Portfolio Lead	Portfolio Rostering Guidance for Leads	Portfolio.Questions@tn.gov

Recently Released Resources

Evaluation & Data Management Resources
<ul style="list-style-type: none"> Evaluation configurators may find the TNCompass Evaluation Data Management Guide useful for ensuring data completion and quality. Districts implementing the pre-K specific CLASS rubric may find the TNCompass CLASS User Guide useful for ensure scores are captured accurately in the TNCompass platform.

- As a reminder, the [Observation Norming Session: Calibrating Observation Scores and Feedback](#) and [High-Quality Feedback Professional Learning Module](#) are available to support districts in high quality observation implementation. Each is eligible for TASL credit.
- The certification window for initial certification remains open through March 31, 2023. Register for training and the certification test [here](#).

Office Hours

Office Hours

- Portfolio Lead Office Hour- Oct. 20, 1:00-2:00 p.m. CST [Click here to join the meeting](#)
- Evaluation Configurator Office Hour- Oct. 20, 10:00-11:00 a.m. CST [Click here to join the meeting](#)

Teacher Tools: We encourage you to share the following with teachers in your district or charter.

Teacher Tools

- Teachers may find the [2021-22 Educator Evaluation Composite Weightings](#) document helpful in understanding how their level of overall effectiveness scores will be calculated for the 2021-22 school year.

Job Spotlights

Job Spotlight

- **Senior Director of Educator Licensure and Preparation:** The Human Capital division is seeking a **Senior Director of Educator Licensure and Preparation** to support our work within the Office of Preparation and Performance. This individual is responsible for the oversight of all initiatives related to the educator preparation provider and program approval processes and continuous improvement efforts in educator preparation and issuance and maintenance of educator licenses in Tennessee.
- **Director of Licensure and Operations:** The Human Capital division is seeking a **Director of Licensure and Operations** to support our work within the Office of Preparation and Performance. This individual is responsible for oversight of statewide educator licensure

service delivery. The individual in this role gives direction and coordination to the implementation of state board policies and department procedures for educator licensure issuance and maintenance, and guiding staff in the principals and practices of professional educator licensure in Tennessee.

See more details [here](#).

Please send resume, cover letter, and contact information for three professional references to: Brooke.Amos@tn.gov. Visit our [Career Opportunities page](#) for more information.

We encourage you to share the [team-tn.org website](http://team-tn.org) with educators in your district and check it for updates throughout the year.

To stay informed regarding all evaluation-related updates, please [subscribe](#) to the Human Capital Update. Additionally, all monthly evaluation configurator emails can be found on the [TEAM website](#). To see any of the email from past months, visit the homepage and scroll down to “Monthly Emails.”

Thank you for all that you do to support Tennessee’s students and teachers!

Best,

TEAM.Questions@tn.gov