

Hello Evaluation Configurators:

Welcome to the monthly email for evaluation configurators! This communication is designed to highlight key actions for the upcoming month as well as recently released resources 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 December and January

Deadline	Action	Owner(s)	Resources	Contact
Dec. 2, 2022	Enter all growth and achievement measure selections/scales for 2022-23 into TNCompass.	Evaluation configurators Administrators	Achievement Measure Guidance TEAM Growth and Achievement Measure FAQ	TEAM.Questions@tn.gov
Dec. 9, 2022	URS teacher rosters due	Evaluation configurators AGM leads	Alternative Growth Measures TEAM-TN	TEAM.Questions@tn.gov
Dec. 16, 2022	Ensure all observations from 2021-22 are finalized and signed with PIN.	Evaluation configurators Administrators	TNCompass User Guide	TEAM.Questions@tn.gov
Jan. 15, 2023	Submit request for additional achievement measures.	Directors of schools Evaluation configurators	Measure Approval Process	TEAM.Questions@tn.gov
Jan. 15, 2023	Submit request to pilot observation model not currently state board-approved.	Directors of schools Evaluation configurators	Model Approval Process	TEAM.Questions@tn.gov

Jan. 18, 2023	Ensure portfolio point A submissions are on track.	District portfolio leads	Portfolio Resources	Portfolio.Questions@tn.gov
Jan. 18, 2023	Complete fall semester teacher and administrator observation entry in TNCompass.	Administrator evaluators Teacher evaluators	TNCompass User Guide	TEAM.Questions@tn.gov
Jan. 18, 2023	Identify current partial year exemptions (PYE) and enter in TNCompass.	Administrator evaluators Teacher evaluators	Partial Year Exemption Guidance	TEAM.Questions@tn.gov

Recently Released Resources

Evaluation & Data Management Resources

New Evaluation Guidance Documents Released – To better support observers and teachers as they collaborate throughout the observation process, new **TEAM Observation Considerations** documents have been designed to support **teacher and observer** practice in the following areas:

- [Alternative Education](#)
- [Gifted Education](#)
- [Physical Education](#)

These documents provide specific considerations for pre-conferences, evidence collection, and post-conferences that support teachers and observers in high-quality observation implementation. Additional documents will be released in the coming months.

[2022-2023 Human Capital Legislative Updates](#) – This slide deck addresses new laws passed during the 2022 legislative sessions impacting both educator evaluating and licensure.

We encourage you to share the above with teachers in your district or charter.

Office Hours

Office Hours

- District/Charter leads implementing an approved universal reading screener as an AGM for 2022-23-**Thursday, December 1, 1:00-2:00 p.m. CT** [Click here to join the meeting](#)
- District/Charter Evaluation Configurator Office Hour on Identifying Partial Year Exemptions- **January 19, 10:00-11:00 a.m. CT** [Click here to join the meeting](#)
- District/Charter leads implementing a student growth portfolio- office hour on roster verification and PYE will be **January 19, 1:00-2:00 p.m. CT** [Click here to join the meeting](#)

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

Teacher Tools

Licensed educators may learn more about maintaining or making changes to a current **teaching or school services personnel license** [here](#). This includes renewing, advancing, or reactivating a license, as well as adding an endorsement or degree and updating personal information. To learn how to take similar actions for an **instructional leader license**, please visit [here](#). Individuals with **out-of-state licenses** may find resources to support becoming a licensed Tennessee educator [here](#).

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 Statewide Supports. 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.
- **Regional Licensure Consultant:** The Human Capital division is seeking a **Regional Licensure Consultant** to support our work within Office Statewide Supports. The Regional Licensure Consultant works with the Office of Educator Licensure and Preparation team to ensure that school districts across the state are supported in their understanding of laws, rules, policies, and procedures pertaining to educator licensure, with a particular focus on targeted support in their region of assignment.

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