

TO: All Evaluation Configurators

SUBJECT LINE: November 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 publishes 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.

Recently Released Resources

Evaluation & Data Management Resources

- The certification window for initial certification remains open through March 31, 2023. Register for training and the certification test [here](#).
- Information on finalizing and signing 2021-2022 evaluations may be found [here](#).
- The following resources may be used to support evaluation measure selection:
 - [TEAM Growth and Achievement Measure FAQ](#)
 - [Achievement Measure Guidance](#)
 - [2022-23 Achievement Measure Worksheet](#)
 - [2022-23 Achievement Measure Worksheet](#) (fillable)
 - [Growth & Achievement Measure Import Instructions](#)

Office Hours

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- **Portfolio Lead and Evaluation Configurator Office Hours will resume in January 2023.**
- **URS – AGM Lead office hours will resume in December 2022- Date and Time: TBD**

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

Teacher Tools

Helping Parents Prepare & Engage in School Safety

Tennessee parents and families are the primary driver of their child's education and help ensure their child is ready to succeed when they enter the classroom. Governor Bill Lee signed [Executive Order No. 97](#) to enhance school safety procedures and protocols across the state and promote school-level engagement with parents and families.

[Click here to download the complete toolkit.](#)

This guide also covers how parents and families can report suspicious or concerning activity through the SafeTN App, access mental health resources for their student through programs administered by the Department of Mental Health & Substance Abuse Services and inquire about their child's school security compliance with Schools Against Violence in Education Act.

Job Spotlights

Job Spotlight

The Human Capital team is seeking candidates for the following positions:

[Sr. Director of Educator Licensure](#)

The Senior Director of Educator Licensure is responsible for the oversight of all initiatives related to the continuous improvement efforts in educator licensure and issuance and maintenance of educator licenses in Tennessee. The individual in this role is responsible for proposing recommendations in educator licensure to the state board of education, including requirements to obtain and maintain a license, candidate assessments, and permits/waivers. The individual directs and coordinates the implementation of state board policies and department procedures for educator licensure. In addition, the individual leads efforts to engage HR personnel across the state in ensuring licensure and staffing practices are conducted in accordance with relevant laws,

rules, and policies. The individual in this role supervises the Educator Licensure team, which manages all aspects of educator licensure.

[Director of Licensure & Operations](#)

The Director of Licensure and Operations 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 principles and practices of professional educator licensure in Tennessee. The Director of Licensure and Operations drives results within the licensure team, setting measurable goals and fostering a culture of continuous improvement through individual and organizational performance management, professional development of licensure staff, and leading strategic process improvement. The individual in this role supervises licensure analysts, senior licensure analysts and the educator licensure program manager, to ensure consistent interpretation and communication of applicable Tennessee policy, rule, and operating procedures.

To Apply

Please send resume, cover letter, and contact information for three professional references to: Justin.Barker@tn.gov.

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