TEAM Administrator
Evaluator Training Module 9

Agenda

- Overview of TEAM
  - State Policy
  - Value of Evaluation Data
  - Theory of Action
- Generating a LOE
- Observation Cycle
- Deadlines
- TILS (the Tennessee Instructional Leadership Standards), & TEAM Administrator Observation Rubric
- Feedback
- Resources and **Logistics**

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Logistics

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Grievances

- Statute and policy require districts to implement **local-level grievance procedures** to provide a means for evaluated leaders to challenge **accuracy of the data** used in evaluations and **adherence to evaluation policies.**

- **Observation ratings cannot be challenged.**

- Situations in which an educator can file a grievance:
  - **Fidelity** of the TEAM **process**
  - **Accuracy** of the TVAAS or achievement **data**

- Grievances must be filed **no later than 15 days** from date educator receives the results for each component, otherwise grievance considered **untimely and invalid.**

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The Certification Test

- State law **requires** all observers to be certified.

- You ***must*** pass the certification test before you begin any administrator observations.

- **Conducting observations without passing the certification test can lead to a grievance.**

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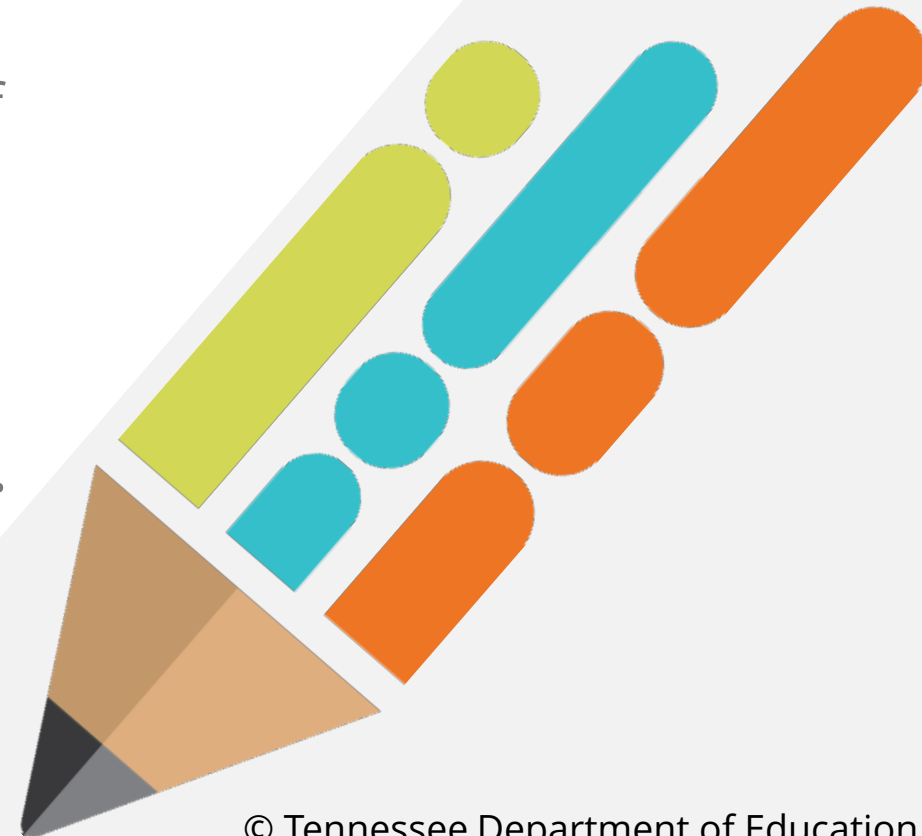
The Certification Test

General Knowledge of TEAM Administrator Evaluation

- Twenty multiple choice items on a variety of topics related to TEAM administrator evaluation.

- Success criteria: Correct response on at least 16 items.

- Download and save the certificate.

- Credentialed in TNCompass
  - Must be staffed as an observer in order to complete observations.

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TASL Credit

- This training is a TASL-approved event for 7 hours.
- You will receive an email with the TASL grid from the department within a week of the completion of certification.
- This email may be uploaded in TNCompass as a pdf for documentation of TASL hours.
- **Please note: only the TASL grid email will be approved for TASL hours. The certificate of completion that is generated at the end of certification will not be accepted for TASL hours.**

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End-of Course Survey

- Following the completion of this certification course, you will be asked to complete a survey.

- The survey consists of both multiple-choice questions and open-ended responses.

- We use the feedback we receive on this survey to plan for next year's training.

The Importance of Administrator Evaluation

Insert video 10

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Congratulations! You have completed TEAM Administrator Evaluator Training.

For further discussion (optional), please email team.questions@tn.gov to schedule time with a TEAM specialist for questions or concerns you might have prior to accessing the certification test.

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