

# School Services Personnel Rubric: Delivery of Services

Delivery of Professional Services

Summer 2024

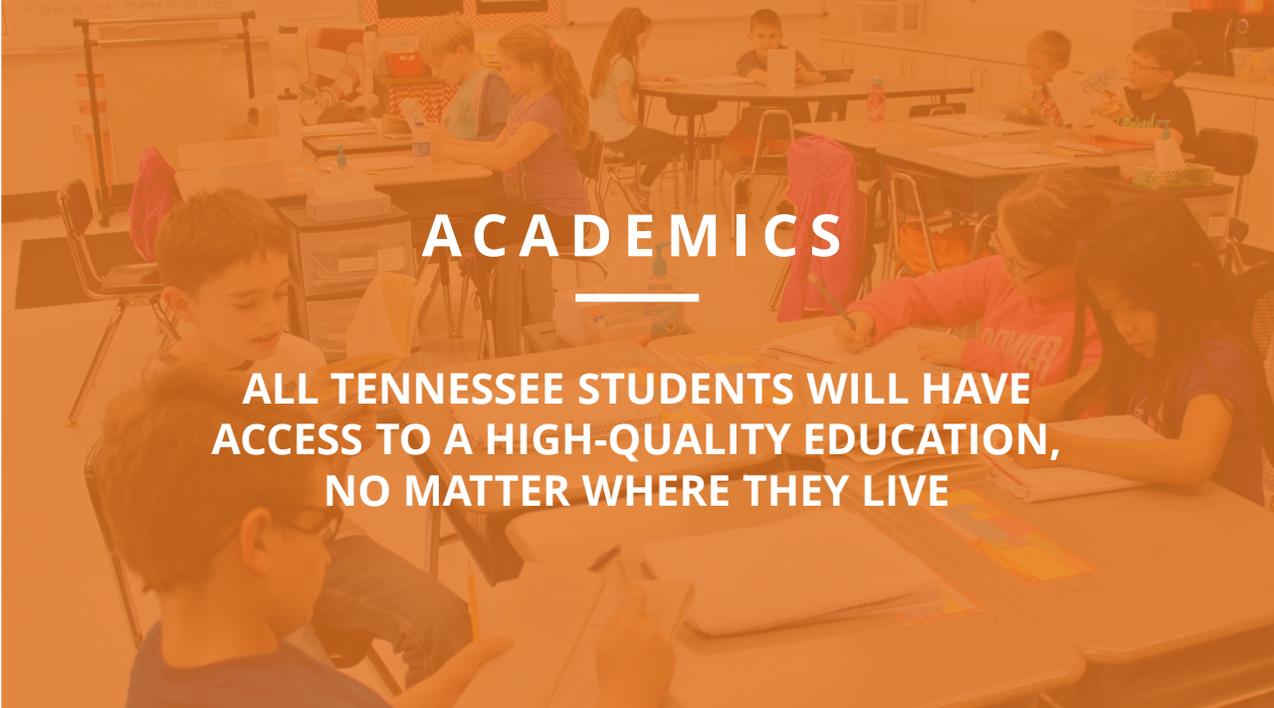
As always, please consult with your team and board attorney to ensure all data is handled in compliance with board policies and state and federal laws relating to student privacy





# BEST FOR ALL

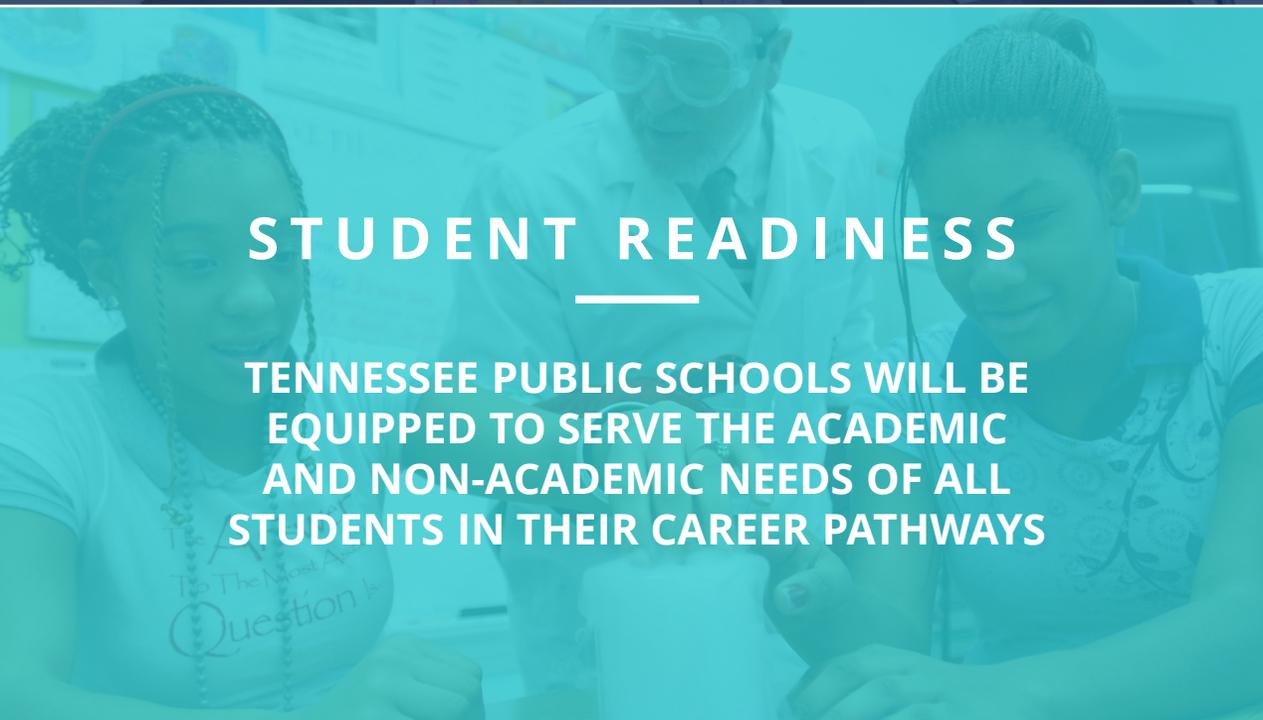
We will set all students on a path to success.



## ACADEMICS

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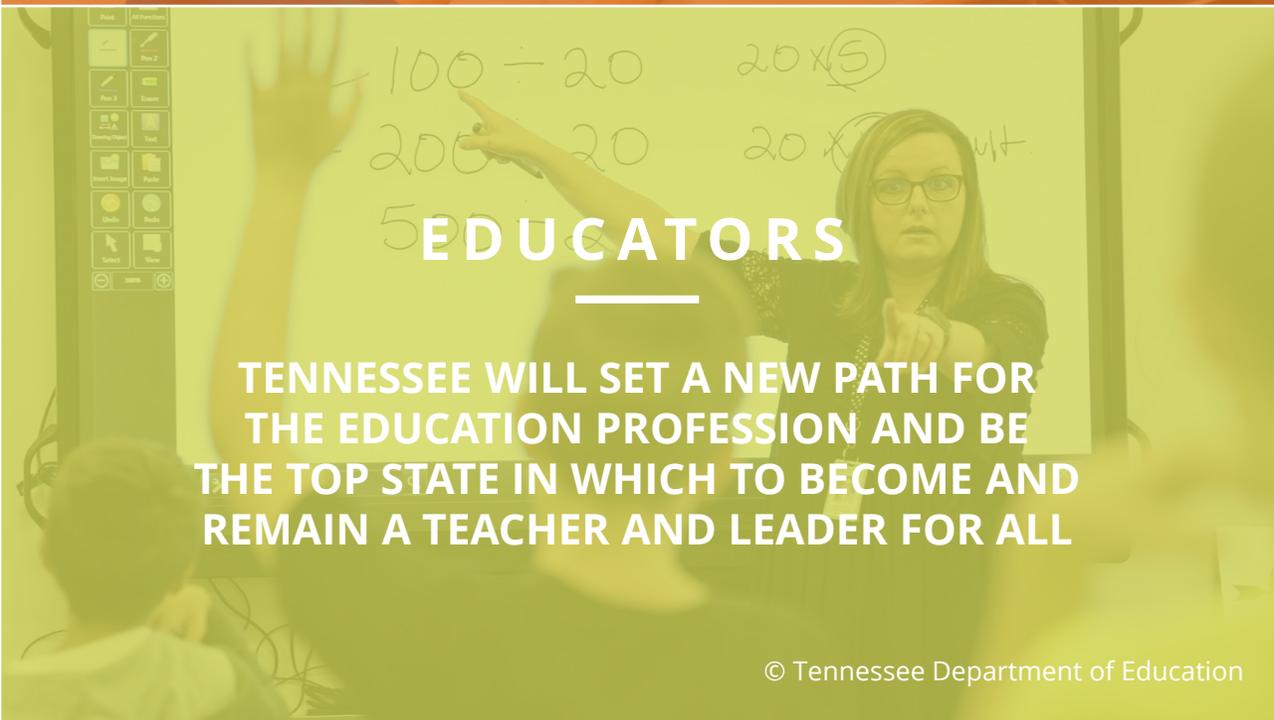
ALL TENNESSEE STUDENTS WILL HAVE ACCESS TO A HIGH-QUALITY EDUCATION, NO MATTER WHERE THEY LIVE



## STUDENT READINESS

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TENNESSEE PUBLIC SCHOOLS WILL BE EQUIPPED TO SERVE THE ACADEMIC AND NON-ACADEMIC NEEDS OF ALL STUDENTS IN THEIR CAREER PATHWAYS



## EDUCATORS

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TENNESSEE WILL SET A NEW PATH FOR THE EDUCATION PROFESSION AND BE THE TOP STATE IN WHICH TO BECOME AND REMAIN A TEACHER AND LEADER FOR ALL

# Delivery of Professional Services



# Delivery of Professional Services

The key to this indicator is the educator's ability to present expectations clearly to stakeholders.

Strong delivery skills include the use of :

- effective modeling of performance expectations,
- logical sequencing of the service plan, and
- concise and relevant information.



# Evaluator Expectations

During the conference possible evaluator questions could be:

- *“How do you model your performance expectations to your stakeholders?”*
- *“Describe your scope of work for this school year.”*

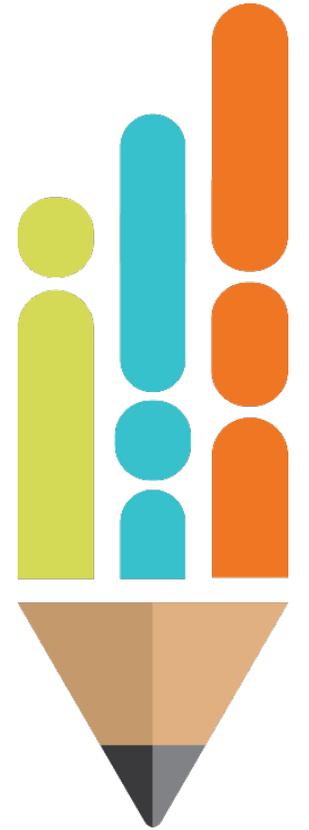
Possible sources of evidence could be:

- meeting agendas,
- examples of communication with stakeholders, and/or
- observation of educator modeling performance expectations within small groups, teacher PLCs, parent groups, etc.

This indicator aligns strongly with *Standards and Objectives, Service Structure and Pacing, and Communication.*

# Indicator Descriptors

- Modeling by the educator to demonstrate his or her performance expectations
- Logical sequencing and segmenting
- All essential information
- No irrelevant, confusing, or non-essential information



# Evidence Capture Example

As you watch this video, note how the instructional coach logically sequences her support by segmenting her delivery plan into new learning, practice, and reflection. This is evidence of descriptor two.

This educator also discusses how she models her performance expectations of new learning. This is evidence of descriptor one.



Video featuring instructional coach Sonya Bivens under the guidance of 2023-2024 Southeast Core Region Tennessee Principal of the Year Angel Hardaway, Athens City Schools

# Evidence Capture Example

As you watch this video, note how the instructional coach describes her use of modeling for teachers to demonstrate teaching strategies in the classroom. This is evidence of descriptor one.

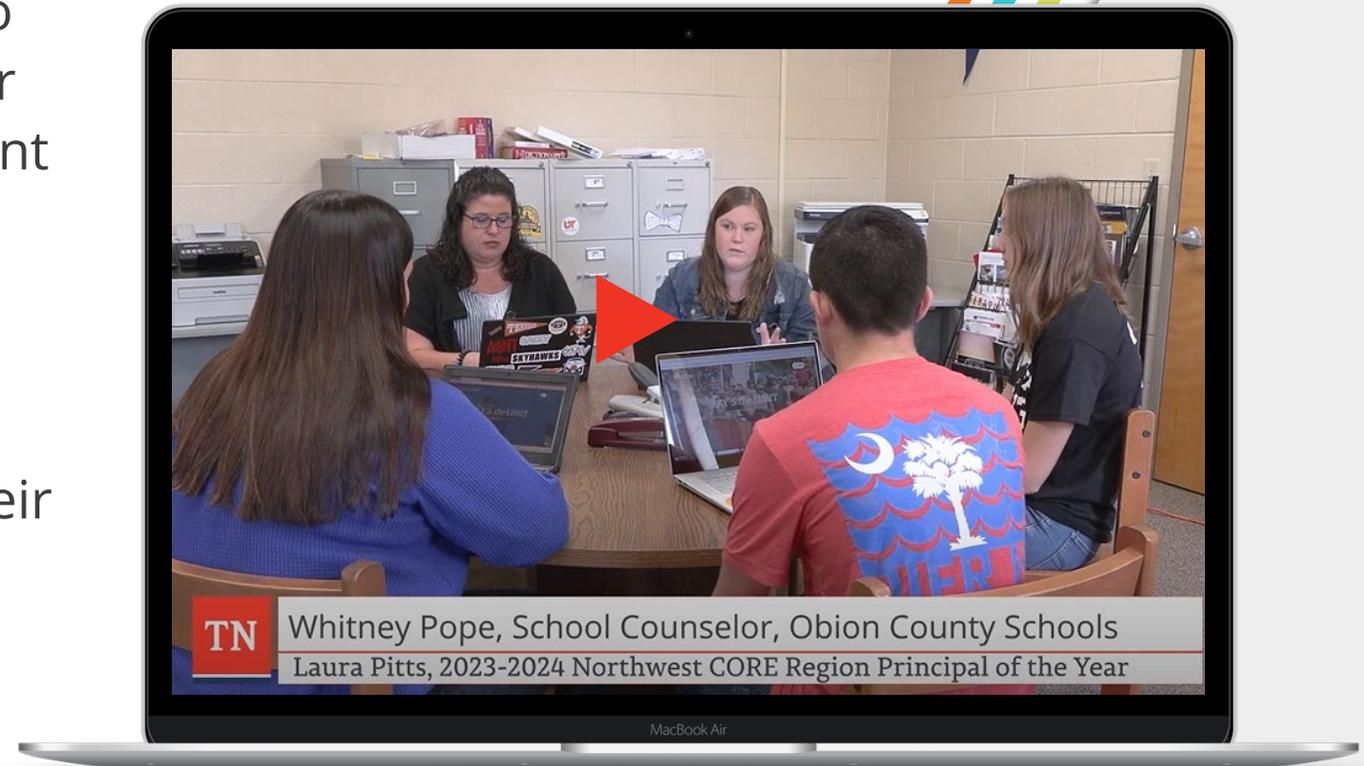


Video featuring instructional coach Amy Davis under the guidance of 2022-2023 Middle Grand Division Tennessee Principal of the Year April Sneed, Rutherford County Schools

# Evidence Capture Example

As you watch this video, note how the school counselor shows evidence of logical sequencing and segmenting of her service by going through the steps needed to apply to and prepare for college. She sequences her support to senior students based on student application needs. This is evidence of descriptor two.

Also note how the school counselor shares essential information to students about their application process that is clear without confusing or irrelevant information. This is evidence of descriptor three.



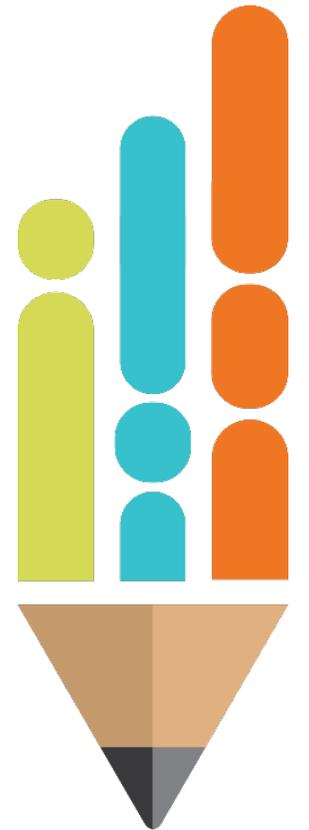
Video featuring school counselor Whitney Pope under the guidance of 2023-2024 Northwest Core Region Tennessee Principal of the Year Laura Pitts, Obion County Schools

# Evidence Capture Practice

Watch the video and capture evidence of the descriptors from Delivery of Professional Services.



Video featuring instructional coach Ashley Reeves under the guidance of 2023-2024 Tennessee Principal of the Year Tina Francis, Putnam County Schools

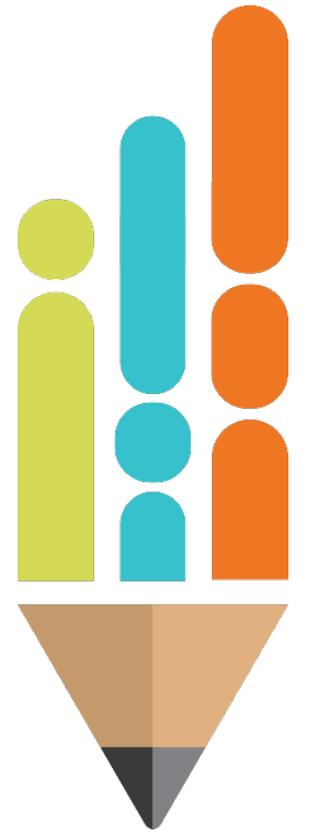


**Share evidence you captured of the descriptors in the Delivery of Professional Services indicator.**



# Possible Evidence

**Descriptor 2:** The instructional coach sequenced her delivery of service by starting her teacher planning support with a discussion to determine the teachers' understanding of the standards they plan to teach. That information was used as the meeting moved into planning for lessons and assessments.

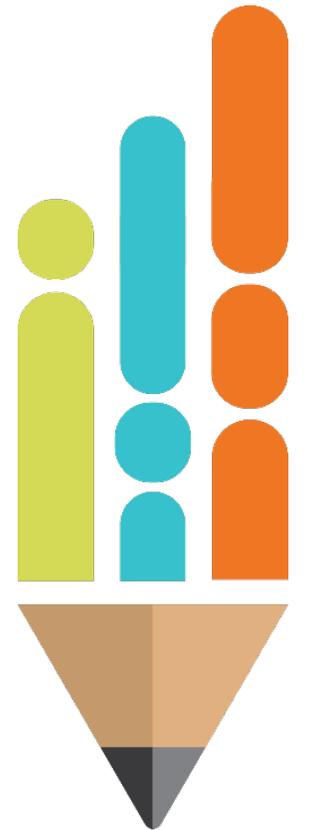


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Video featuring school counselor Whitney Pope under the guidance of 2023-2024 Northwest Core Region Tennessee Principal of the Year Laura Pitts, Obion County Schools



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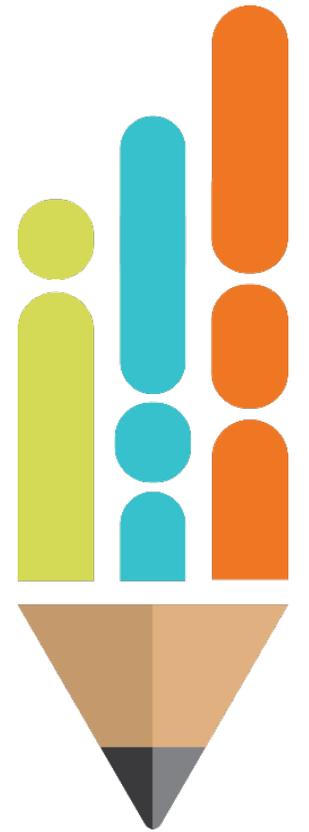


# Possible Evidence

The principal asked specific questions which led to the following evidence:

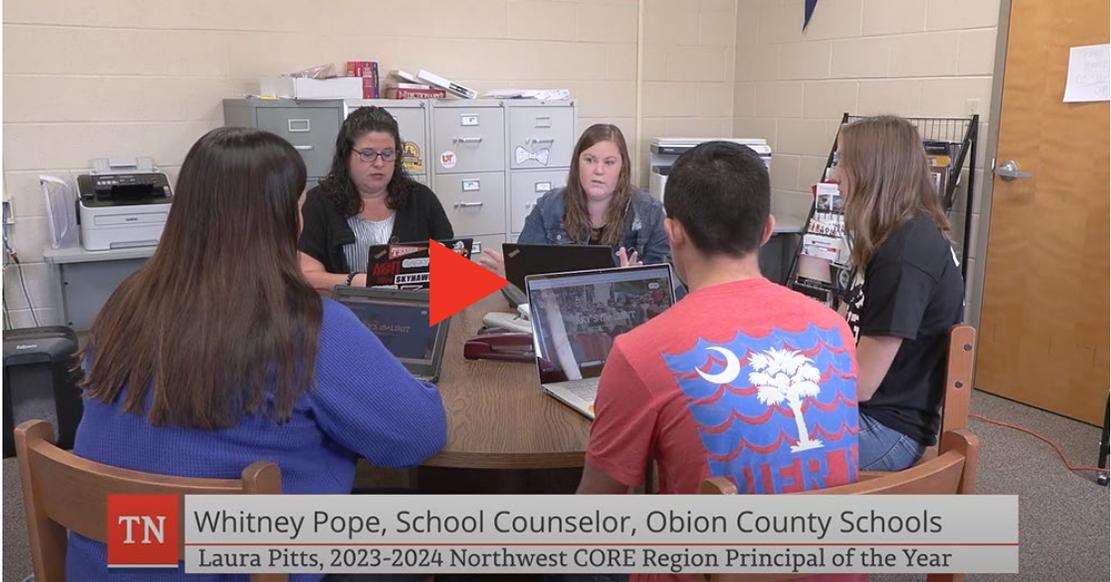
**Descriptor 1:** The school counselor discussed how she modeled her performance expectations when she showed her stakeholders how to research the application needs for schools.

**Descriptor 3:** The school counselor planned her delivery of services by segmenting the information into steps based on school application deadlines.

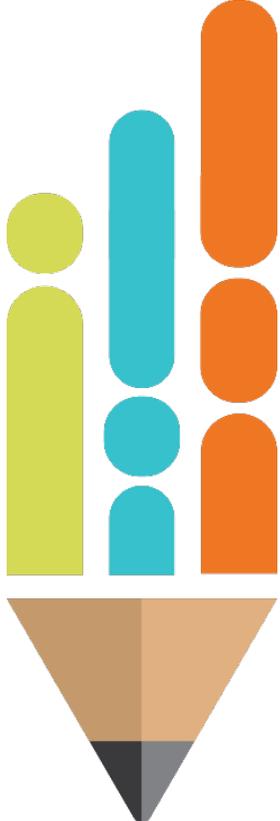


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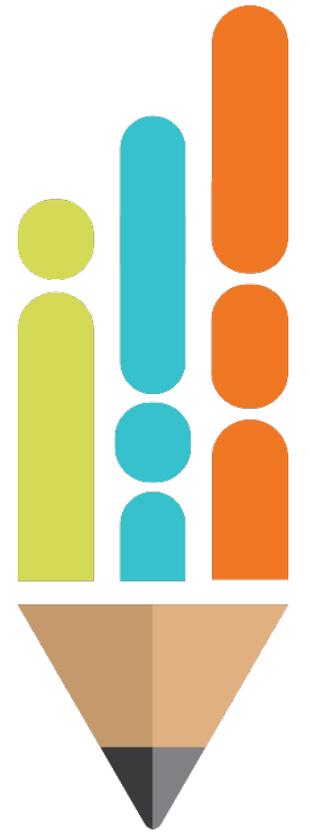


# Possible Evidence

**Descriptor 2:** The school counselor logically sequenced and segmented services by having meetings with students to cover the steps needed to complete college applications in a timely manner.

**Descriptor 3:** The school counselor gave essential information based on students' college application needs.

**Descriptor 4:** The school counselor provided concise and clear to answers to students' questions , guiding them to next steps in the application process.



# Evidence Capture Practice

Watch the video and capture evidence of the descriptors from Delivery of Professional Services.



Video featuring instructional coach Delores Fowler under the guidance of 2023-2024 Tennessee Principal of the Year Tina Francis, Putnam County Schools



**Share evidence you captured of the descriptors in the Delivery of Professional Services indicator.**

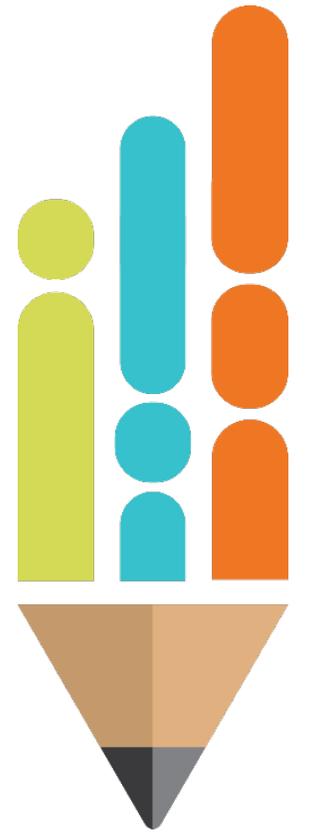


# Possible Evidence

**Descriptor 1:** The instructional coach effectively used PLC time by modeling the questions teachers should ask themselves when planning a unit of study.

**Descriptor 2:** The instructional coach asked teachers intentional questions in a logical, sequential order to guide the planning of a unit.

**Descriptor 3:** The instructional coach included essential questions to ensure teachers were focused on the necessary components for unit planning.



# Culminating Activity

Follow the QR code or the link below to access the form for the culminating activity.

[https://stateoftennessee.formstack.com/forms/ssp\\_rubric\\_video\\_library](https://stateoftennessee.formstack.com/forms/ssp_rubric_video_library)

Please use the form to reflect on today's learning and provide feedback about this resource.



QR Code



# Thank You!

Email questions to [TEAM.Questions@tn.gov](mailto:TEAM.Questions@tn.gov)

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