

# School Services Personnel Rubric: Delivery of Services

## Organization of Services

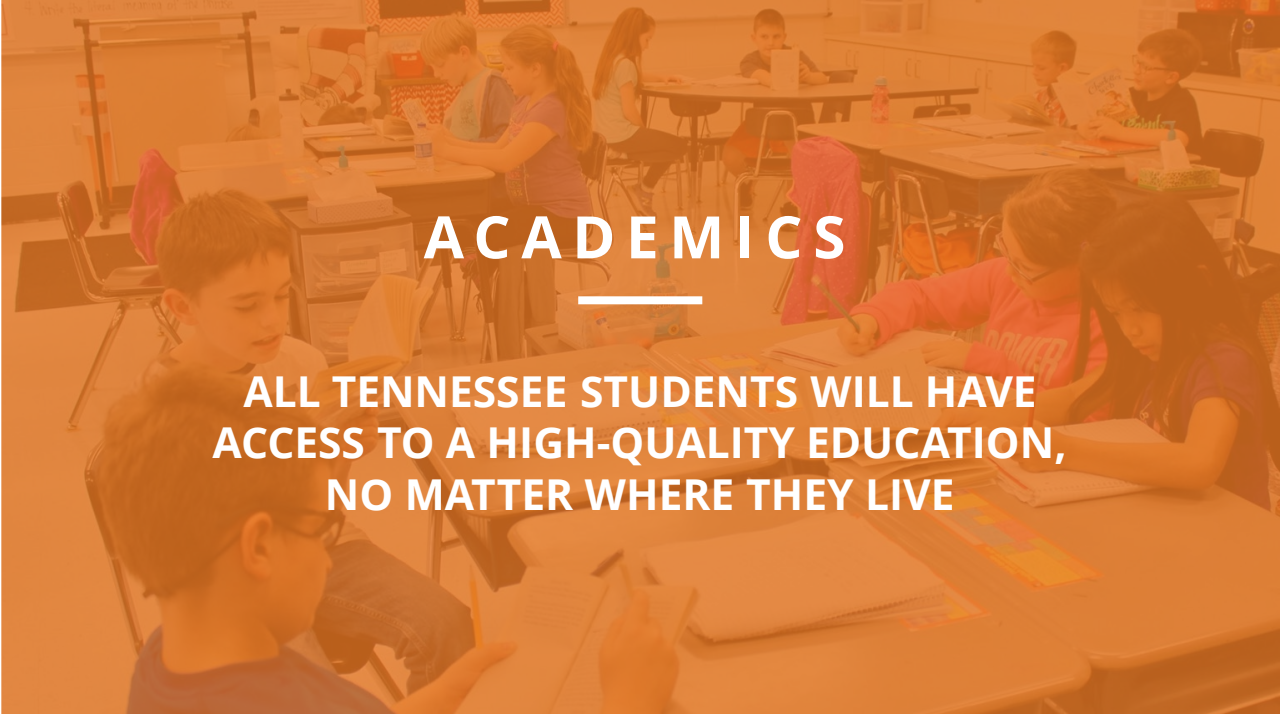
Summer 2024

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

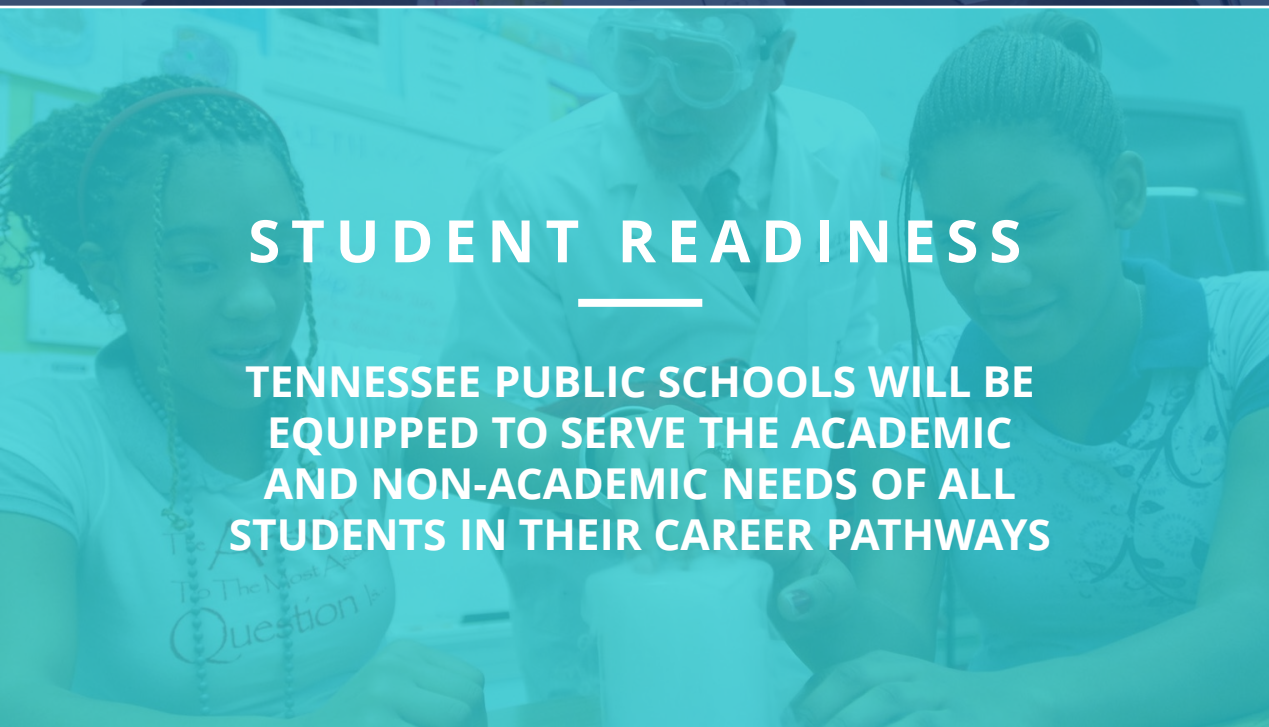
We will set all students on a path to success.



## ACADEMICS

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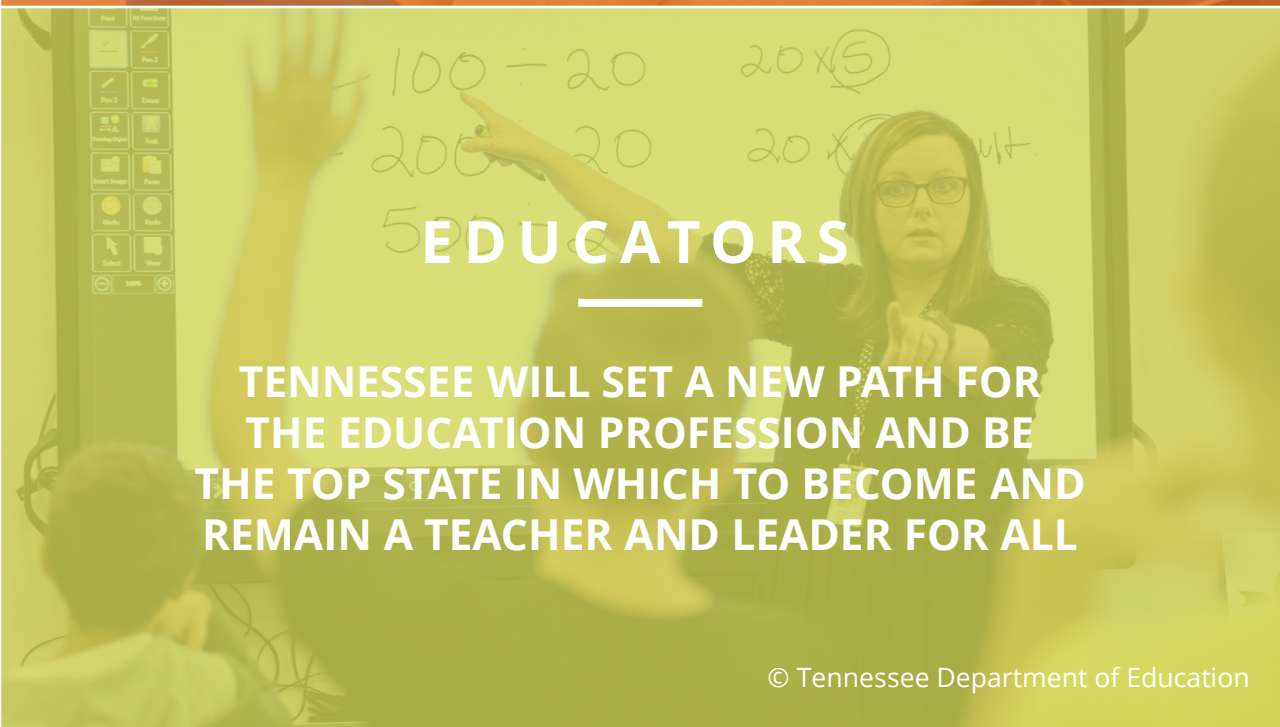
ALL TENNESSEE STUDENTS WILL HAVE ACCESS TO A HIGH-QUALITY EDUCATION, NO MATTER WHERE THEY LIVE



## 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

# Organization of Services



# Organization of Services

The key to this indicator is the educator's ability to use school/student data to plan a scope of work based on reflection, feedback, and stakeholder needs.



# Evaluator Expectations

During the conference possible evaluator questions could be:

- *“How do you capture data to determine your stakeholders’ needs?”*
- *“How do you use the data to develop your scope of work?”*
- *“How have you refined your service based on stakeholder feedback?”*

Possible Sources of Evidence could be:

- examples of data collected and analyzed,
- changes in programs based on data analysis,
- a yearly plan aligned to the school plan, and/or
- samples of student, peer, or parent feedback.

This indicator aligns strongly with *Service Structure and Pacing, Knowledge of Students, and Delivery of Services.*

# Indicator Descriptors

- The educator provides a thoroughly developed, defined, and comprehensive scope of services.
- Educator utilizes school and/or student data to inform the organization of services.
- Educator uses self-reflection and evaluation to refine organization or services.



# Evidence Capture Example

As you watch this video, note how the instructional coach describes her method of leading teachers in PLC meetings to develop assessments based on TCAP data and the students' struggles with specific standards. This is evidence of descriptor two.

Also note how the coach discusses organization of services by using both student data trends and observation data from classrooms. 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 instructional coach describes how she structures her current year's service plan based on her reflection from the prior year. This is evidence of descriptor three.



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



# Evidence Capture Practice

Watch the video and capture evidence of the descriptors from Organization of Services.



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

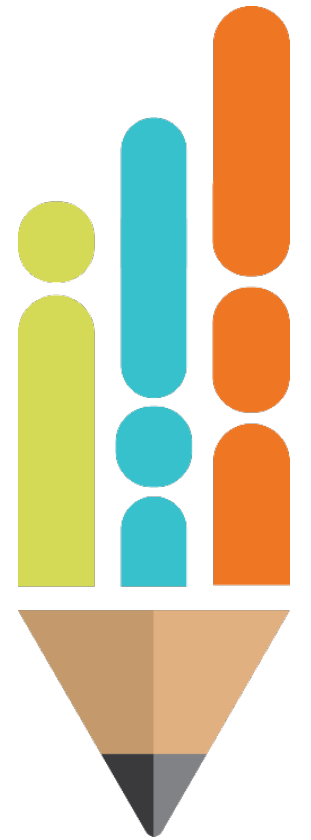


**Share evidence you captured of the descriptors in the Organization of Services indicator.**



# Possible Evidence

**Descriptor 2:** The instructional coach used student data to determine the needs he addressed with teachers during PLC meetings. He consistently used data to organize his services.



# Evidence Capture Practice

Watch the video and capture evidence of the descriptors from Organization of Services.



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



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

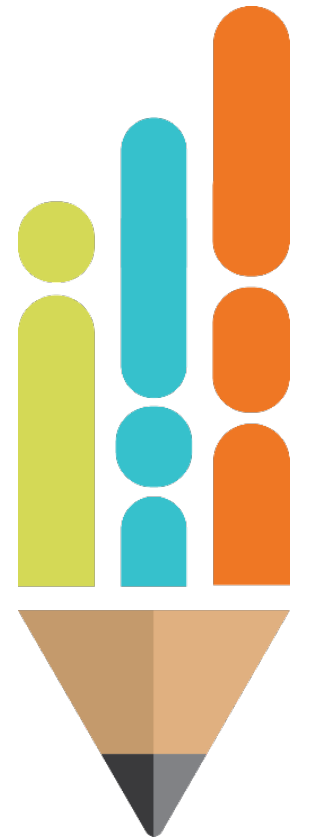


# Possible Evidence

**Descriptor 1:** The school counselor consistently provided a comprehensive scope of services to meet the needs of students she serves. She used data and feedback to deliver support that was thoroughly developed to meet the needs of students.

**Descriptor 2:** The school counselor used school data such as transcripts, college application deadlines, and course enrollment to organize her service.

**Descriptor 3:** She reflected on feedback from administration and teachers to develop and refine her scope of services for the year.



# Evidence Capture Practice

Watch the video and capture evidence of the descriptors from Organization of Services.



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



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





# Possible Evidence

**Descriptor 2:** The instructional coach informed organization of services based on trends in student data and teacher observations. She utilized student assessment data to develop PLC meetings with teachers. She also planned PLC meetings based on teacher data collected during walk-through observations.



# 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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