2024-25 Student Growth Portfolio Lead Monthly Office Hour

October 17, 2024

Educator Effectiveness Team | Human Capital

TN Department of **Education**

Educator Effectiveness Team

Martha Moore — •Senior Director of Educator Effectiveness

Amy Floyd — •Director of Data and District Support

Tracy Riddle — •Director of Educator Effectiveness

Micah Fager — •Director of TEAM Training and Support

Sarah Brown — •Senior Coordinator of Educator Recognition and Communication

Candace Robinson — •TEAM Contractor

Agenda

- Portfolio Teacher Access
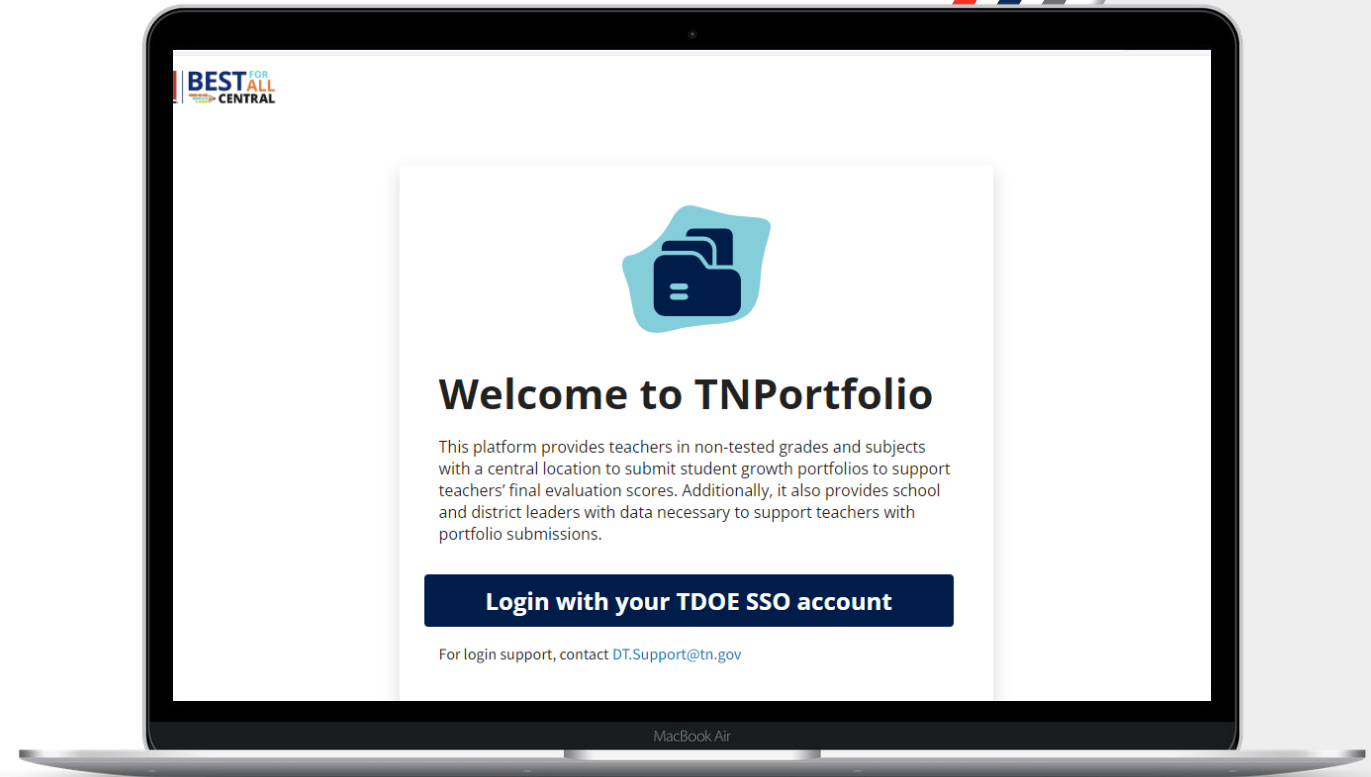- District Administrator Reports
- Next Steps
- Support

Portfolio Teacher Access

[Portfolio Platform- TNPortfolio (New!) | TEAM-TN](#)

Portfolio Teacher Access

- All rostered teachers have received a welcome email from TeachALL.
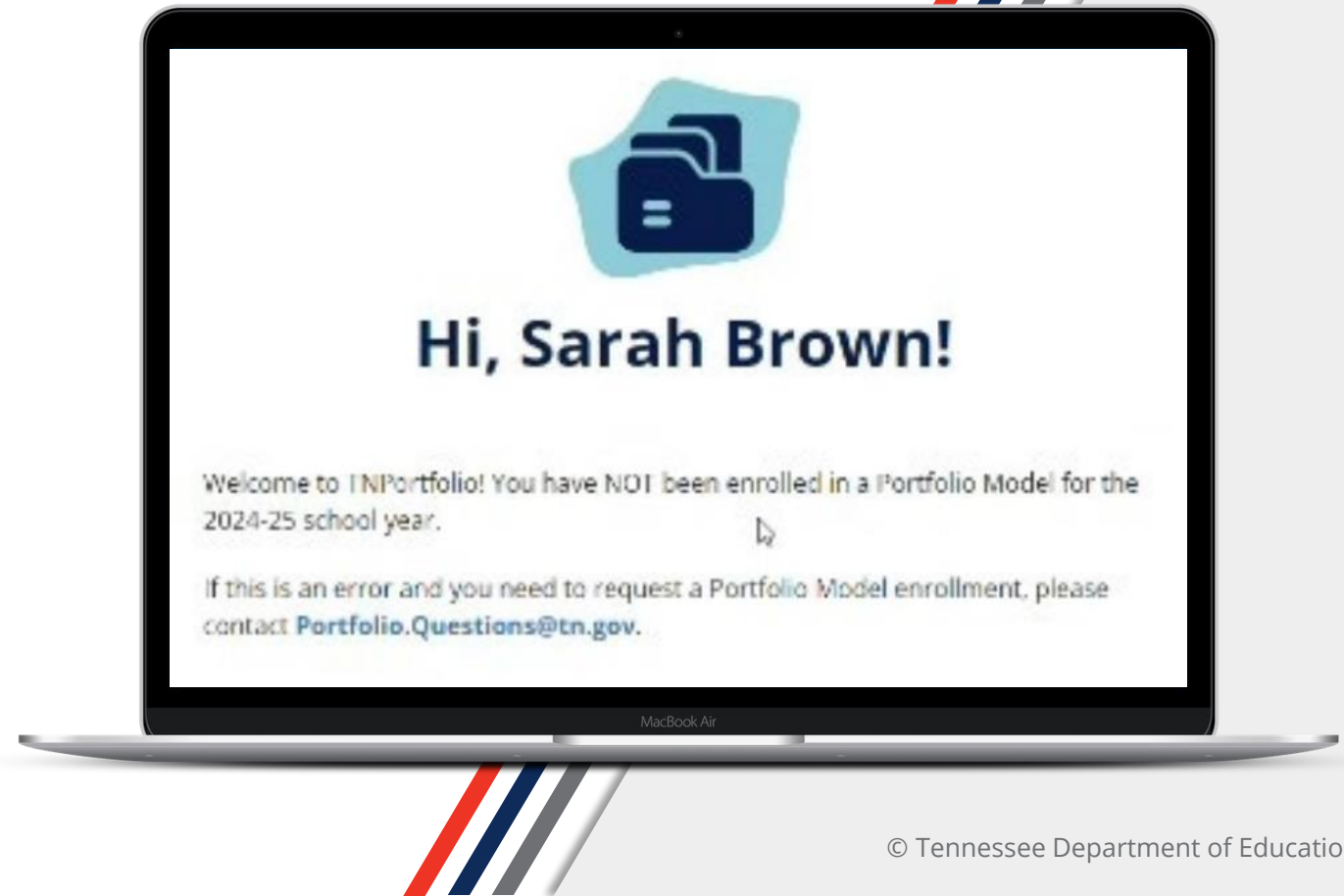- Teachers must log in to [TNPortfolio](#) using their SSO account.

Portfolio Teacher Access

By **October 25** confirm all implementing teachers have access through SSO to online student growth portfolio platform, TNPortfolio.
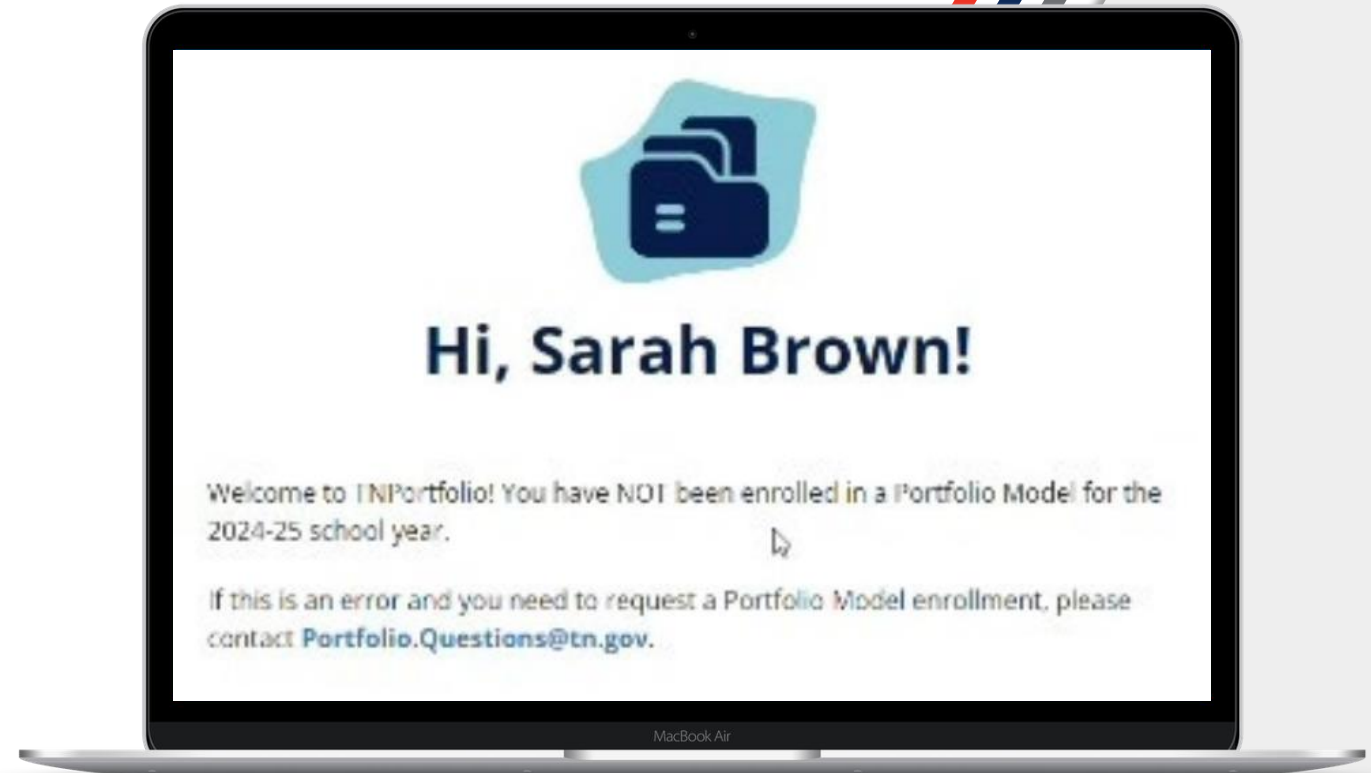
Troubleshooting:

- Check with district EIS Coordinator for SSO account information.
- Check that email on roster is the correct school email address associated with the teacher's SSO account.
- Email Portfolio.Questions@tn.gov if a rostered teacher receives this screen.

Hi, Sarah Brown!

Welcome to TNPortfolio! You have NOT been enrolled in a Portfolio Model for the 2024-25 school year.

If this is an error and you need to request a Portfolio Model enrollment, please contact **Portfolio.Questions@tn.gov**.

Portfolio District Administrator Access

In the district administrator role, if you see this message click on your district admin tab in the top left-hand corner.

Hi, Sarah Brown!

Welcome to TNPortfolio! You have NOT been enrolled in a Portfolio Model for the 2024-25 school year.

If this is an error and you need to request a Portfolio Model enrollment, please contact **Portfolio.Questions@tn.gov**.

District Administrator Reports

TNPortfolio District Administrator Manual

TN Department of **Education**

District Administrator Reports

- District administrators can access a report to view all teachers rostered in the district/charter by going to **Reports** > **Teacher Report** in your District Admin menu.

- This report allows Portfolio District Admins to view details about currently enrolled teachers for the active Portfolio Year.

District Administrator Reports

- Portfolio Leads have been given district administrator access in TNPortfolio.
- Portfolio Leads must log in using their SSO accounts.
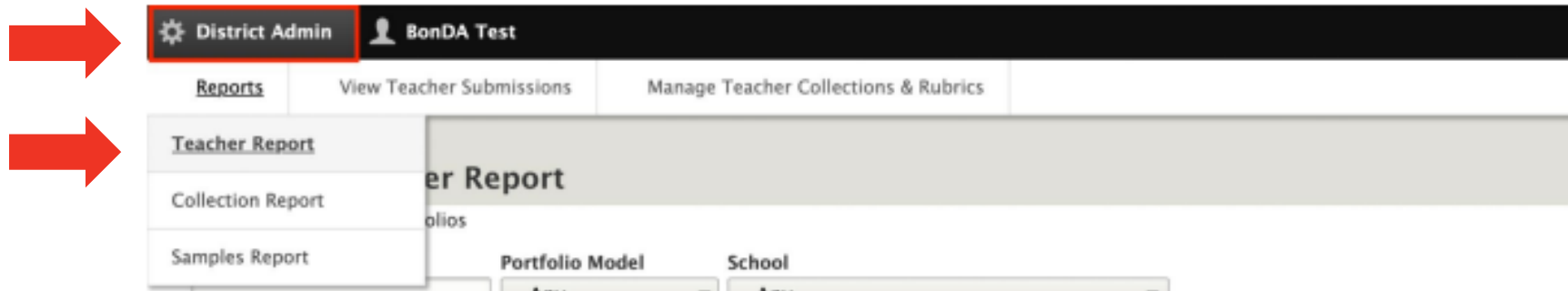
District Administrator Reports

District Administrator Reports

District Administrator Reports

Check this report to ensure
- all rostered teachers are on this report.
- the TLN is correct.
- the model is correct.

District Administrator Reports

To identify whether teachers have logged in to TNPortfolio with their SSO account, district administrators can click on the **View Teacher Submissions** tab > **Teacher Models** tab.

Only teachers that have logged in with their SSO account will be in this report. Missing rostered teachers have not logged in the platform.

District Administrator Reports

Next Steps

[TEAM-TN | A Tennessee Department of Education Website](#)

Next Steps

- Log in to TNPortfolio.

- Check that you have district administrator access.

- Download the Portfolio Teacher Report.

- Ensure all portfolio teachers have accessed their account using their SSO.

- Email Portfolio.Questions@tn.gov if you do not have district administrator access or if you see teachers that should not be rostered in your district.

TEAM Timeline

			Permissions		
Oct. 18, 2024	Enter final achievement measure scores (graduation rate, ACT, etc.) from 2023-24.	Evaluation Configurators Administrators	TNCompass User Guide	Evaluation Scores by Educator*	Previous Year (2023-24) LOE Generation
Oct. 25, 2024	Complete alternative growth measure (AGM)-URS teacher rostering.	AGM Leads Evaluation Configurators	Alternative Growth Measures		Current Year (2024-25) Evaluation Implementation
Oct. 25, 2024	Ensure all implementing teachers have access through SSO to online student growth portfolio platform.	Portfolio Leads	Portfolio Resources		Current Year (2024-25) Evaluation Implementation
Dec. 1, 2024	Complete all growth and achievement measure selections/scales in TNCompass.	Evaluation Configurators Administrators	Achievement Measure Selection Guidance	Growth and Achievement Measures*	Current Year (2024-25) Evaluation Implementation
Dec. 6, 2024	Ensure portfolio point A assessments are complete.	Portfolio Leads	Portfolio Resources		Current Year (2024-25) Evaluation Implementation
Dec. 15, 2024	Ensure all evaluations from 2023-24 are finalized and signed with PIN.	Evaluation Configurators Administrators	TNCompass User Guide	Evaluation Scores by Educator	Previous Year (2023-24) LOE Generation

Support

Portfolio.Questions@tn.gov

Support

	We will not meet in November or December	
January 16, 2025 **1 p.m. CT**	Roster verification and ADD/Remove Template	[Join the meeting now](#)
February 20, 2025 **1 p.m. CT**	Pulling reports	[Join the meeting now](#)
March 20, 2025 **1 p.m. CT**	Supporting teachers with the portfolio process through to completion.	[Join the meeting now](#)
April 17, 2025 **1 p.m. CT**	Finalizing portfolio implementation	[Join the meeting now](#)

Email Support

- **TEAM.Questions@tn.gov**
  - TNCompass
  - Observations
  - Growth Measures
    - TVAAS
    - Alternative Growth Measure –Universal Reading Screener
  - Achievement Measures
  - Evaluation Training

- **Portfolio.Questions@tn.gov**
  - Portfolio
- **RV.Questions@tn.gov**
  - TVAAS Roster Verification

Email Support

- Educator.Licensure@tn.gov
  - Licensure questions
  - Professional Development Points (PDPs)
  - Experience

- TASL.Information@tn.gov
  - Tennessee Academy for School Leaders (TASL)
    - Academies
    - Credits

- TN.Universalscreener@tn.gov
  - Test Administration
  - Reporting

- TNED.Assessment@tn.gov
  - Assessment

Thank You!