



TEAM Best Practices Video Library

General Educator Rubric: Planning Domain

Facilitator Preparation Guide

Tennessee Department of Education | Summer 2025

Supporting TEAM Observation Implementation

Through feedback surveys, principals and educators across the state asked for support with the Planning Domain of the General Educator Rubric. Leaders requested resources for identifying evidence, while educators requested more professional learning around the expectations of the rubric.

In early 2025, the Tennessee Department of Education (TDOE) visited award winning educators across Tennessee to capture videos of evidence collection for the planning domain. These became the foundation for the third edition of the TEAM Best Practices Library (BPL) which features a collection of engaging, practical, and thought-provoking presentations designed to provide a deeper understanding of TEAM Rubric and how it can be used to improve educator efficacy.

These ready-to-implement presentations provide administrators, leaders, and educators with the tools and resources to conduct a professional learning session based on the General Educator TEAM Rubric: Planning. This video library supports continuous reflective improvement of best practices to improve student outcomes through stronger educator practice. This is the foundation of the TEAM Evaluation System.

This presenter guide supports the use of:

- each of the slide decks for the three indicators,
- a culminating task at the end of each slide deck that provides participants an opportunity to practice their learning, and
- imbedded QR codes that allow learners to reflect and give feedback to the department on each session.

The descriptor-specific presentations are designed so they may be used independently or in conjunction with each other. You may choose to do several descriptor presentations in a day or focus on one indicator or descriptor at a time. The professional learning may be delivered as whole faculty professional development, small group PLC, or individual learning.

After you complete all the descriptor slide decks for an indicator, a culminating task slide deck is available to review the descriptors and to practice collecting evidence for all of the descriptors in one full length video. We also ask that you provide feedback after the completion of each indicator to let us know how to better support evaluators and educators with best practices in planning for instruction.

Facilitator Preparation

Prior to delivering content from the Best Practices Library, presenters should:

- Download the slide deck from the [TEAM website](#) under the TEAM Best Practices Video Library tab for the selected indicator.
- Ensure the delivery site provides access to Wi-Fi and YouTube.
- Provide participants access to the [TEAM General Educator Rubric](#).
- Provide participants materials for notetaking and capturing visuals for future reference.
- Identify a way to visually capture the ideas of the group (whiteboard, parking lot, etc.).

Using the Slide Deck

Each slide deck title indicates the content by indicator and descriptor.

TEAM Best Practices Video Library

Assessment

Descriptor 1



Summer 2025



Facilitator Notes:

Have participants sit in collaborative groups of 2-4 when possible. Have participants access the TEAM General Educator rubric. Participants should have materials available to take notes.

Planning Domain Slides

General Educator Rubric: Planning Domain



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Facilitator Notes:

Each slide deck includes a comprehensive overview of the Planning Domain to ensure facilitators retain key foundational information, regardless of the order in which they choose to present or focus on specific indicators. These slides can be skipped if completing multiple slide decks as they contain the same informational content.

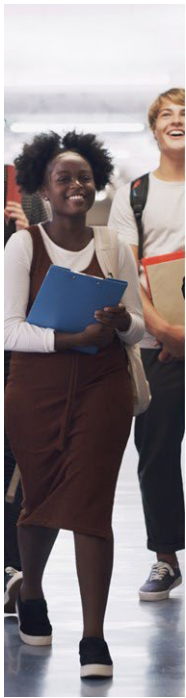
Indicator Name Slide



Facilitator Notes:

Have participants review the specific indicator and its rubric descriptors. Prompt discussion about their understanding and any strengths or challenges they experience in planning and implementing assessments. These slides can be skipped if completing multiple slide decks within the same indicator as they contain the same content.

Overview of Indicator Slide(s)



Assessment

Benefits of Effective Assessment Plans:

- **Aligns instruction with learning goals:** Ensures assessments measure what students are actually expected to learn, based on standards and curriculum.
- **Clarifies expectations for students:** Provides clear targets and success criteria, helping students understand what they need to achieve.
- **Informs instructional decisions:** Guides teachers in adjusting instruction, pacing, and strategies based on assessment data.
- **Supports differentiated instruction:** Identifies students' strengths and needs, allowing for targeted interventions and enrichment.
- **Monitors progress over time:** Ongoing performance checks track growth and provide early warnings when students fall behind.
- **Raises overall student achievement:** When assessments are planned and used effectively, they drive continuous improvement in teaching and learning.

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Facilitator Notes:

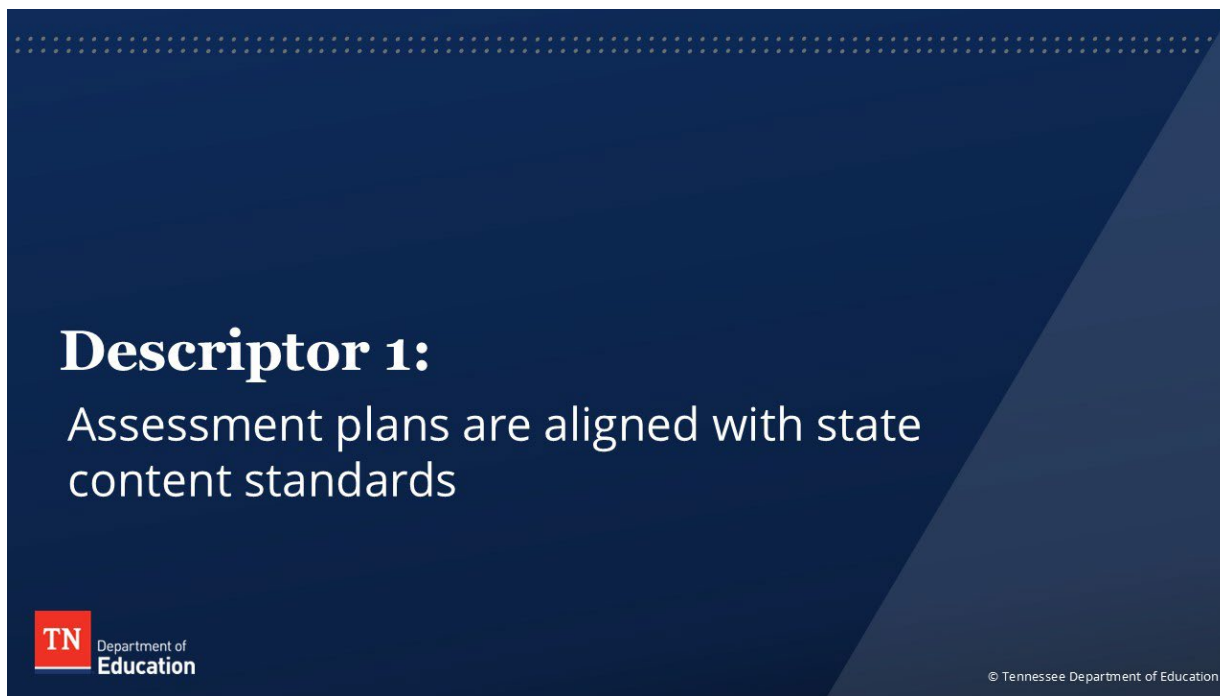
Each presentation includes an overview slide(s) for the indicator. Ask participants to reflect on how their understanding has evolved after reviewing the slide content.

Facilitation Support

The following discussion questions may be used to support participant engagement.

- *Which descriptor do you feel that you understand/implement the most?*
- *Which descriptor do you feel that you need more information about?*
- *Which descriptor do you feel that you need to improve upon?*

Descriptor Slide(s)

A dark blue slide with a lighter blue diagonal stripe on the right side. The text is white. At the top left, there is a dotted line. The main title is 'Descriptor 1:' followed by the text 'Assessment plans are aligned with state content standards'. In the bottom left corner is the Tennessee Department of Education logo. In the bottom right corner is the copyright notice '© Tennessee Department of Education'.

Descriptor 1:

Assessment plans are aligned with state content standards

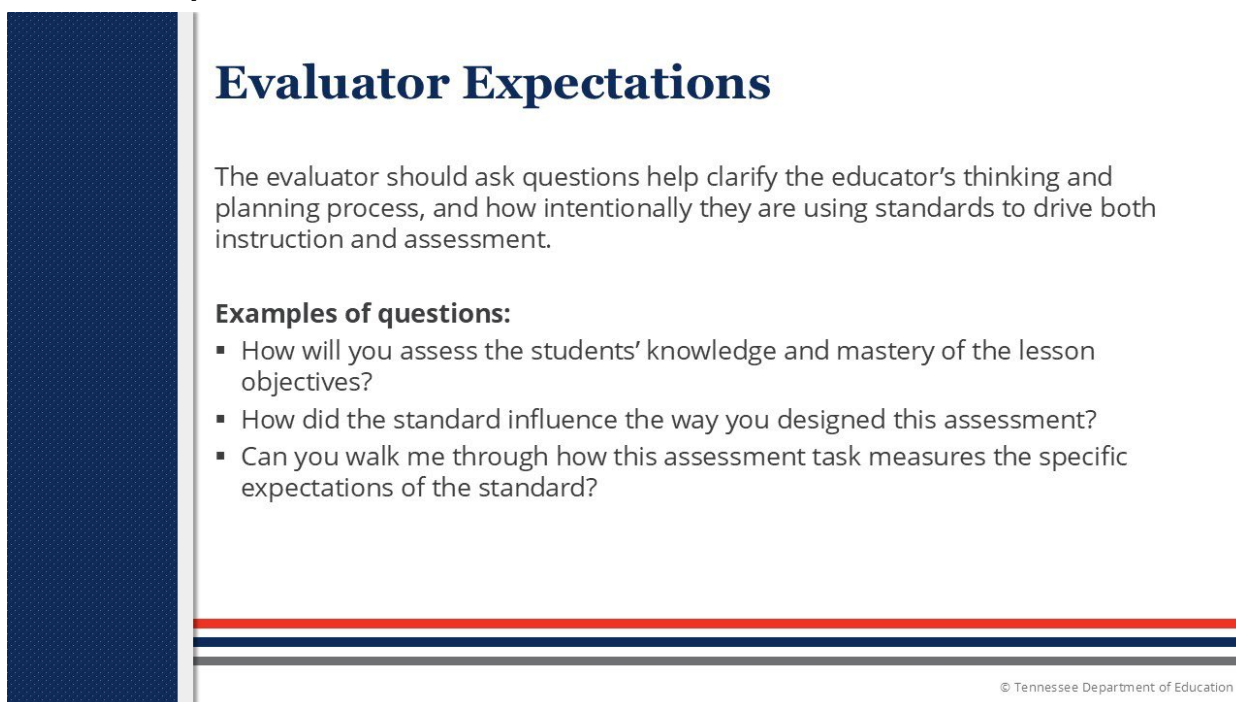
TN Department of Education

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Facilitator Notes:

Each presentation includes an overview slide(s) for the descriptors for the chosen indicator. Ask participants to reflect on how their understanding has evolved after reviewing the slide content.

Evaluator Expectations Slide(s)

A dark blue slide with a lighter blue diagonal stripe on the right side. The text is white. The title is 'Evaluator Expectations'. Below the title is a paragraph of text. Below the paragraph is a section titled 'Examples of questions:' followed by a bulleted list of three questions. At the bottom of the slide, there are three horizontal lines: a red one, a dark blue one, and a light blue one. In the bottom right corner is the copyright notice '© Tennessee Department of Education'.

Evaluator Expectations

The evaluator should ask questions help clarify the educator's thinking and planning process, and how intentionally they are using standards to drive both instruction and assessment.

Examples of questions:

- How will you assess the students' knowledge and mastery of the lesson objectives?
- How did the standard influence the way you designed this assessment?
- Can you walk me through how this assessment task measures the specific expectations of the standard?

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Facilitator Notes:

The evaluator expectations slide unpacks the expectations of the evaluator as it pertains to this descriptor. The slide(s) will include example conference questions and what observers should look for.

Evaluator Expectations Slide(s)

Educator Expectations

An educator should be prepared to explain how each assessment task in the unit aligns to state standards. Rubrics and scoring guides can be effective when they include criteria that mirror the language and expectations of the standards. Educators might also provide sample student work with reflections on how it demonstrates mastery of target standards.

During a discussion, educators can articulate how they unpacked the standards to identify key skills and knowledge, and how those elements informed the design of their assessments. They might describe how they ensured alignment not only to the content of the standards but also to the intended level of cognitive demand. Together, these pieces offer a comprehensive picture of an educator who is intentionally using the standards as a foundation for assessment planning.

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Facilitator Notes:

The educator expectations slide unpacks the expectations of the educator as it pertains to this descriptor. The slide(s) will include information about the type of evidence an educator should be prepared to share with their evaluator.

Evidence Capture Example Slide(s)

Evidence Capture Example

As you watch this video note how the evaluator's question leads the educator to describe her backwards planning design. She shares how she uses the expectations of what the students are required to know from the standards to build her assessments.



Video featuring 2024-2025 West Grand Division Teacher of the Year Jenny Kiesel under the guidance of Corrie Martin, Principal of Lakeland Preparatory School, Lakeland School System

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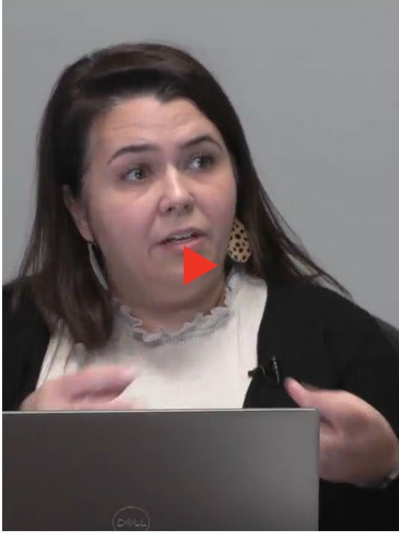
Follow the guidance provided in the facilitator notes below for each "Evidence Capture Example" slide.

Facilitator Notes:

Before participants watch the video, note the evidence they should observe of the indicated descriptor. Play the video by clicking the red play button. After watching the video, have participants discuss the evidence noted, questions they may have, and other possible evidence observed.

Note: The video link connects to a YouTube video on a browser. Exit the browser and return to the slide deck to continue the presentation.

Evidence Capture Practice Slide(s)



Evidence Capture Practice

- Watch the video and capture evidence of descriptor 1.
- Video featuring 2023-2024 South Central Core Region Teacher of the Year Emily Fowler under the guidance of Penny Love, Principal at Culleoka Unit School, Maury County Schools

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Facilitator Notes:

Play the video by clicking the red play button. **As participants watch the video, have them take notes about the evidence they observe of the descriptors in the focus indicator.**

Note: The video link connects to a YouTube video on a browser. Exit the browser and return to the slide deck to continue the presentation.

Participant Share-Out Slide(s)

Share evidence you captured of descriptor 1.



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Facilitator Notes:

After viewing the video, pause to provide groups an opportunity to discuss the evidence they captured and aligned to descriptors. Have each group share with the whole group. Capture evidence shared from each group on a visual. After sharing is complete, advance to the next slide.

Possible Evidence Captured Slide(s)

Possible Evidence Captured

Example(s) of descriptor 1 in the video:

- The teacher explains the different communication standards she has used to build her assessments to measure progress towards mastery including:
 - Interpret and express specific and general time in the target language
 - Demonstrate understanding, interpret and analyze what is heard on a variety of topics in the target language
 - Interact and negotiate meaning in spoken or written conversation to share vital information, and present information on multiple topics considering the intended purpose and audience

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Facilitator Notes:

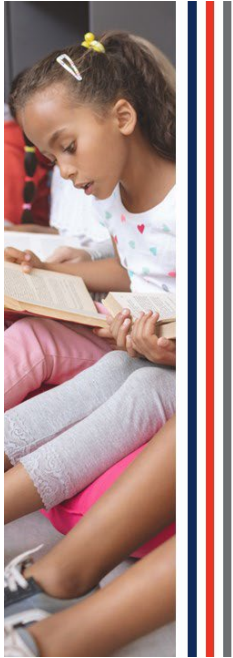
Encourage groups to discuss how this slide compares to their own captured evidence.

Facilitation Support

The following discussion questions may be used to support participant engagement.

- *What evidence did your group discuss that was similar to the evidence captured on the slide?*
- *What evidence was captured on the slide that your group did not discuss?*
- *What other practices could the educator have included to make their planning more effective?*

Connections to other Indicators Slide(s)



Connections to Other Indicators

This descriptor is closely aligned with the following indicators:

- **Standards and Objectives:**

- Learning objectives are communicated, connected to the state standard(s), and referenced throughout lesson.
- Sub-objectives are aligned to the lesson's major objective
- There is evidence that students demonstrate mastery of the daily objective that supports progress towards mastery of the standard(s).

- **Expectations:**

- Teacher sets high and demanding academic expectations for every student.

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Facilitator Notes:

Many of the indicators in the TEAM rubric are connected to other indicators. Encourage participants to look at the connected indicators for common language and concepts. This may not be an exhaustive list of connections. Encourage participants to share other connections they see with indicators in the TEAM rubric.

Culminating Activity Slide Deck

TEAM Best Practices Video Library

Assessment

Culminating Activity



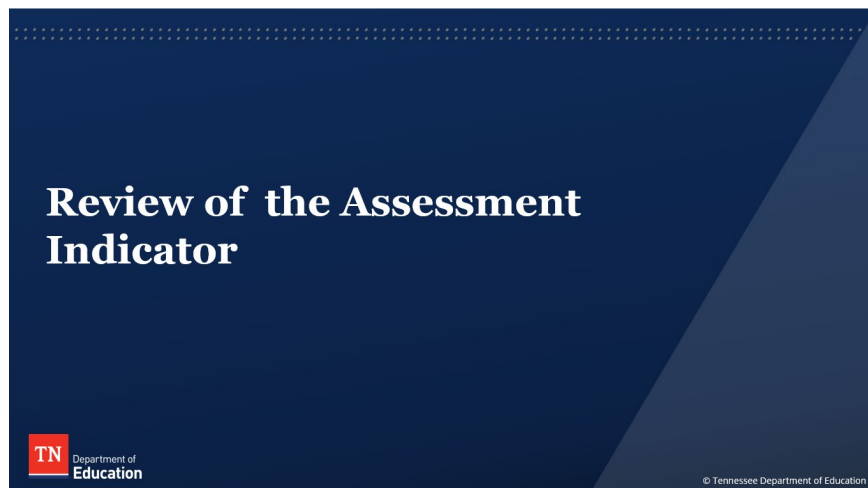
Summer 2025



Facilitator Notes:

Upon completing the descriptor slide decks for each indicator, learning groups can engage in a culminating activity. Each indicator features a final activity that reviews the descriptors and includes a full-length video, allowing learners to practice evidence collection.

Review of the Indicators Slide(s)



Facilitator Notes:

Each Culminating Activity slide deck will have a quick review of the indicator. For more comprehensive information about the indicator, please revisit one of the descriptor slide decks. This is a good time for learners to discuss what they have learned about the indicator as a whole.

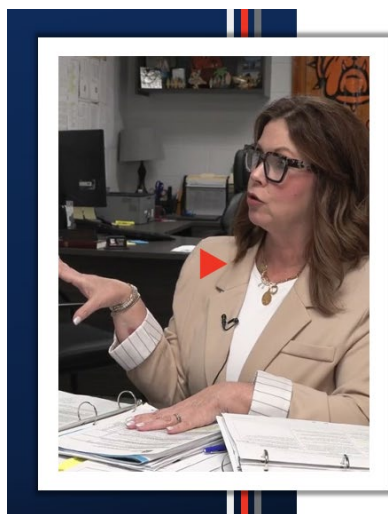
Review of the Descriptors Slide(s)



Facilitator Notes:

Each Culminating Activity slide deck will have a quick review of each of the descriptors. For more comprehensive information about the descriptors, please visit the descriptor slide decks. This is a good time for learners to discuss what they have learned about the each of the descriptors and how it pertains to their planning process.

Culminating Activity Slide(s)



Culminating Activity

- Do a quick review of all the descriptors of the Assessment Indicator and then watch this video. As you watch the video, capture evidence that fit the descriptors for the Assessment Indicator.
- Video featuring 2024-2025 Northwest Core Region Teacher of the year Sherri Brawner under the guidance of Lee Lawrence, Principal of Gleason School, Weakley County Schools

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Facilitator Notes:

This slide provides participants the opportunity to reflect on their learning and practice what they have learned about the studied indicator. After viewing the video, pause to provide groups an opportunity to discuss the evidence they captured and the aligned descriptors. Have each group share with the whole group. Capture evidence shared from each group on a visual. After sharing is complete, advance to the slide with provided possible evidence collection. Encourage groups to discuss how the provided example evidence compares to their own captured evidence.

Facilitation Support

The following discussion questions may be used to support participant engagement.

- *What evidence did your group discuss that was similar to the evidence captured on the slide?*
- *What evidence was captured on the slide that your group did not discuss?*
- *What other practices could the educator have included to make their planning more effective?*

Feedback Survey Slide(s)

Feedback Survey

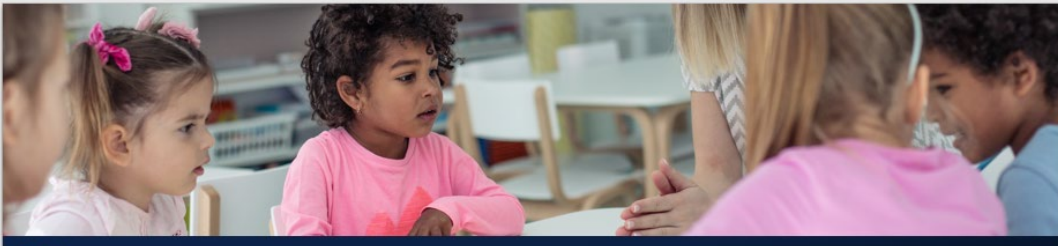
- Follow the QR code or use the link below to access the form for the culminating activity.
 - https://stateoftennessee.formstack.com/forms/planning_rubric_video_library
- Please use the form to reflect on today's learning and provide feedback about this resource.



Facilitator Notes:

This slide provides participants the opportunity to reflect on their learning and provide feedback on the resources provided. This feedback survey may be accessed through the QR Code or the provided link/web address on the slide. Feedback can be completed after each slide deck is complete or after all the slide decks for an indicator are complete. For a copy of participant responses, please contact TEAM.Questions@tn.gov.

Thank You Slide



Thank You!

Email questions to TEAM.Questions@tn.gov

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Facilitator Notes:

Thank you for engaging with the TEAM Best Practices Video Library. For questions or requests for support for this learning, please feel free to reach out to TEAM.Questions@tn.gov.

Acknowledgements:

Thank you to the school districts, Tennessee principals, and Tennessee educators who participated in the video capture of best practices to support the growth of educators across the state of Tennessee.

Kingsport City Schools

- Dr. Brian Tate, Principal
- Bryan Kerns, High School Fire Management

Knox County Schools

- Kathryn Lutton, Principal
- Natalie Elkins, Middle School Music

Lakeland School System

- Corrie Martin, Principal
- Jenny Kiesel, High School Biology
- Stephanie Thomas, High School ELA

Lenoir City Schools

- Dr. Chad Lewis, Principal
- Margaret Bright, 1st grade ELA

Maury County Schools

- Penny Love, Principal
- Emily Fowler, High School Spanish

Putnam County Schools

- Dr. Melissa Palk, Principal
- Derek Zachary, Elementary P.E.

Rutherford County Schools

- Dr. Takisha Ferguson, Principal
- Ellie Lee, 8th grade ELA

Weakley County Schools

- Lee Lawrence, Principal
- Sherri Brawner, 3rd grade ELA