

Achievement and Growth Measure Selections and Scoring

Every educator evaluation will need an Achievement and Growth measure selection in TNCompass, even if the educator is a tested teacher or will utilize a portfolio score. TEAM will provide a due date for the measures to be selected each year.

Once the Achievement measure scores are available, a principal, assistant principal, or one with evaluation edit permissions will add the Achievement measure score on the Evaluation record for the educator unless the selected measure category is TVAAS, in which case the score would be added by TNCompass.

Growth scores will be added by TNCompass unless the selected measure is a feeder or custom measure selection. If the selected growth measure selection is feeder or custom, the score should be entered by the principal, assistant principal or one with evaluation edit permissions.

If an educator has a staff assignment for more than one location within TNCompass, the educator will need to have a Master School selection made for the Growth Score to generate. The Growth Score will generate from the selected Master School.

Individual Growth Single-Year, Individual Growth Multi-Year and Portfolio scores will be added by TNCompass once scores are available.

If an educator will not meet the requirements for an evaluation, the educator should be marked as Partial Year Exemption (PYE). If a teacher is marked as PYE, a reason for the designation will be required.

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Locating an educator

- Select **Educators** from the home page.

The screenshot shows the TNCompass home page. At the top, there is a navigation bar with 'Home', 'Educators', 'Work Queue', 'Reports', and a user profile 'Paul Principal (00010-0005)'. The 'Educators' link is highlighted with a red arrow. Below the navigation bar, the page says 'Welcome to TNCompass!' and provides a link to the Tennessee Department of Education website. On the right, there are 'Application Quick Links' for 'My Educator Profile', 'Account Information', 'PDP Work Queue', and 'Apply for CTE'. Below that is a table titled 'TASL Problem of Practice Forms' with columns for 'Candidate' and 'Status'.

Candidate	Status
Assistant (00010-0005), Angela (868251819)	In Progress View
Principal (00985-0000), Paul (853405982)	In Progress View

- Locate the educator by using the search filters. Search by any combination:
 - Educator type
 - First name
 - Last name
 - License Number
 - SSN

The screenshot shows the 'Educators' search page. On the left, there are filters for 'Academic Year' (2018-2019), 'School' (Andersonville Elementary), and 'Educator Type' (All Educators). A red arrow points to the 'Educator Type' dropdown. Below these filters is an 'Apply' button. On the right, there are search filters for 'First Name', 'Last Name', 'License Number', and 'SSN (last 4 digits)', with a 'Search' button. A red arrow points to the 'Refine by' label. The search results show three educators: 'Assistant (00010-0005), Angela M (868251819)', 'Occupational (00010-0005), Oscar M (819894135)', and 'Teacher (00010-0005), Mary M (822480747)'. Each result includes their email, current staffing, active license(s), active permits and waivers, and evaluation(s).

Search Filter	Value
Academic Year	2018-2019
School	Andersonville Elementary
Educator Type	All Educators
First Name	
Last Name	
License Number	e.g. 000123456
SSN (last 4 digits)	e.g. 1234

Search Filter	Value
Refine by	

Search Filter	Value
Search	

Search Filter	Value
Assistant (00010-0005), Angela M (868251819)	
Occupational (00010-0005), Oscar M (819894135)	
Teacher (00010-0005), Mary M (822480747)	

⚠️ TNCompass will retain search criteria entered even after leaving the page. Please ensure to clear search or enter new search criteria when searching for a different educator.

- Click the educator's name or the evaluation record to open the evaluation.

Academic Year: 2018-2019
School: Andersonville Elementary
Educator Type: All Educators
Apply

You are currently using search. Clear Search

10 | 20 | 50 | 100
1-1 of 1 page 1 of 1

Teacher (00010-0005), Mary M (822480747)
mary00010-0005@tncompass.org

Current Staffing
Teacher @ Andersonville Elementary (0005)

Evaluation(s)
2018-2019 / Anderson County / Teacher
2017-2018 / Anderson County / Teacher

Active License(s)
Apprentice Teacher (expires 8/31/2016)

Active Permits and Waivers
No active permits or waivers.

Minimum Observations by Domain
The educator pacing guide is only available when the prior year LOE is calculated.

10 | 20 | 50 | 100
1-1 of 1 page 1 of 1

Refine by
First Name
Last Name
teacher

Selecting an achievement measure

- Scroll to the **Achievement Measure** section.
- Click **Edit** to add the achievement measure.

Achievement Measure

Selected Measure (none)
Edit

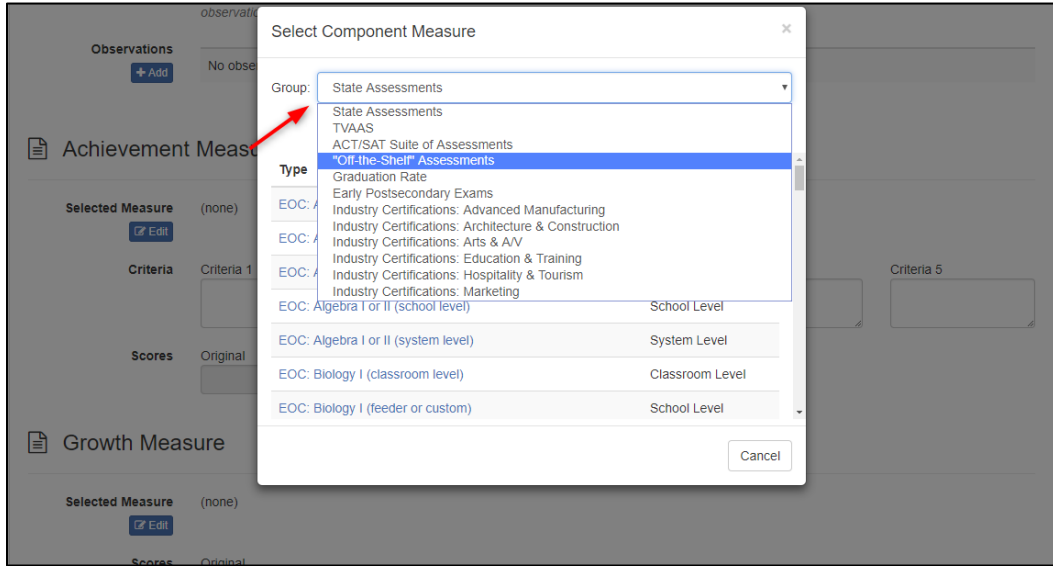
Criteria 1 Criteria 2 Criteria 3 Criteria 4 Criteria 5

Scores Original Override

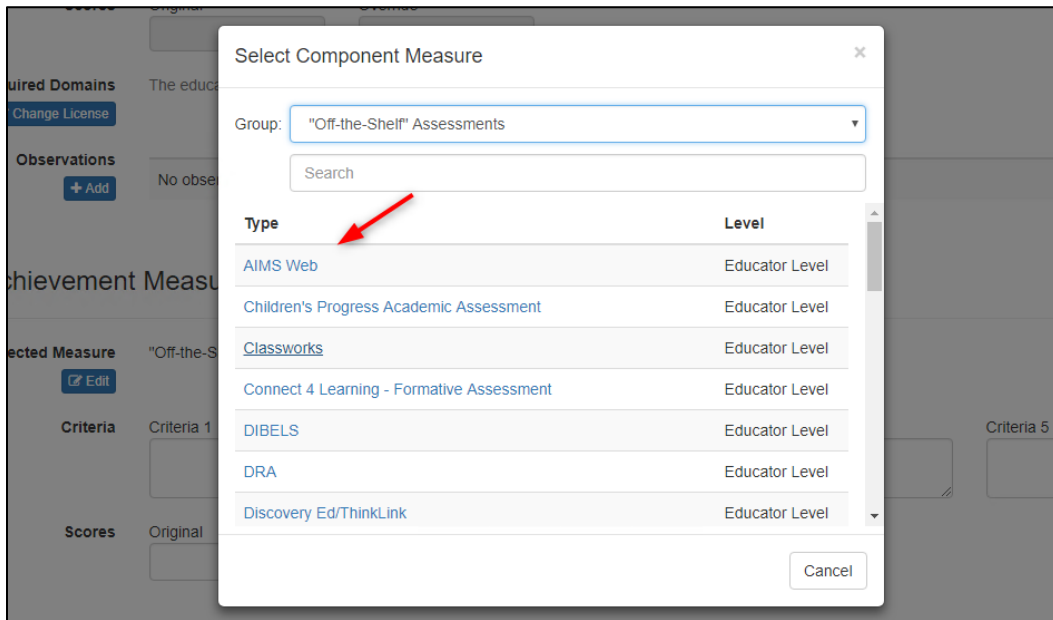
Growth Measure
Value Added Model Analysis

Selected Measure (none)
Edit

- Select the measure group in the **Group** dropdown.



- Click the name of the desired measure to apply to the evaluation.



- The measure group and measure type will be displayed.
- Click **Edit** if the measure selection needs to be changed.
- Enter the **Criteria** for the scoring levels for the measure.

📄 Achievement Measure

Selected Measure "Off-the-Shelf" Assessments - AIMS Web
[Edit](#)

Criteria Criteria 1 Criteria 2 Criteria 3 Criteria 4 Criteria 5


Scores Original Override

📄 Growth Measure

⚠️ The measure is saved once the blue disk icon appears. The icon will go away within a few seconds of saving.

📄 Achievement Measure

Selected Measure "Off-the-Shelf" Assessments - AIMS Web
[Edit](#)

Criteria Criteria 1 Criteria 2 Criteria 3 Criteria 4 Criteria 5 

Scores Original Override

Criteria 1: 50%
Criteria 2: 60%
Criteria 3: 70%
Criteria 4: 80%
Criteria 5: 95%

Growth measure selection

- Open the evaluation and scroll to the **Growth Measure** section.
- Click **Edit** to select the measure desired.

Growth Measure

Selected Measure (none)

[Edit](#)

Scores Original

[Individual Growth \(Single-year\)](#)

- Use the search box to search for a specific measure or use the scroll bar.
- Click the name of the desired measure to apply to the evaluation.

Select Component Measure

Group: Growth Measures

Search

Type	Level
TCAP Grades 4-8 Composite (feeder or custom)	School Level
TCAP Grades 4-8 Composite (school level)	School Level
TCAP Grades 4-8 Composite (system level)	System Level
TCAP Grades 4-8 Literacy (feeder or custom)	School Level
TCAP Grades 4-8 Literacy (school level)	School Level
TCAP Grades 4-8 Literacy (system level)	System Level

Cancel

- The measure selection will be displayed.
- Click **Edit** if the measure selection needs to be changed.

Growth Measure

Selected Measure TCAP Grades 4-8 Composite (school level)

[Edit](#)

Scores Original

🔗 If the growth measure score should be generated from a feeder school or a custom score as defined by the district, select the measure labeled **feeder or custom**.

Adding achievement score

The principal, assistant principal or someone with evaluation edit permission will need to enter the achievement score for the educator provided the measure selected is not a TVAAS measure.

- Locate and open the educator's evaluation.
- Scroll to the Achievement Section.
- Enter a score in the **Original** score box.
- The score entered should be a whole number between 1 and 5.

Achievement Measure

Selected Measure "Off-the-Shelf Assessments - AIMS Web" [Edit](#)

Criteria

Criteria 1	Criteria 2	Criteria 3	Criteria 4	Criteria 5
50%	60%	70%	80%	95%

Scores

Original	Override
<input type="text"/>	<input type="text"/>

🔗 The override score would be used if the evaluation window has been closed and an administrative edit is completed. The administrative edit feature is covered in a separate user guide.

Adding growth score

The principal, assistant principal or one with evaluation edit permissions can only add a growth score if the educator has a feeder or custom growth measure selection.

- Locate and open the educator's evaluation.
- Scroll to the Growth Section.
- Enter a score in the **Original** score box.
- The score entered should be a whole number between 1 and 5.

Growth Measure

Selected Measure TCAP Grades 4-8 Composite (feeder or custom) [Edit](#)

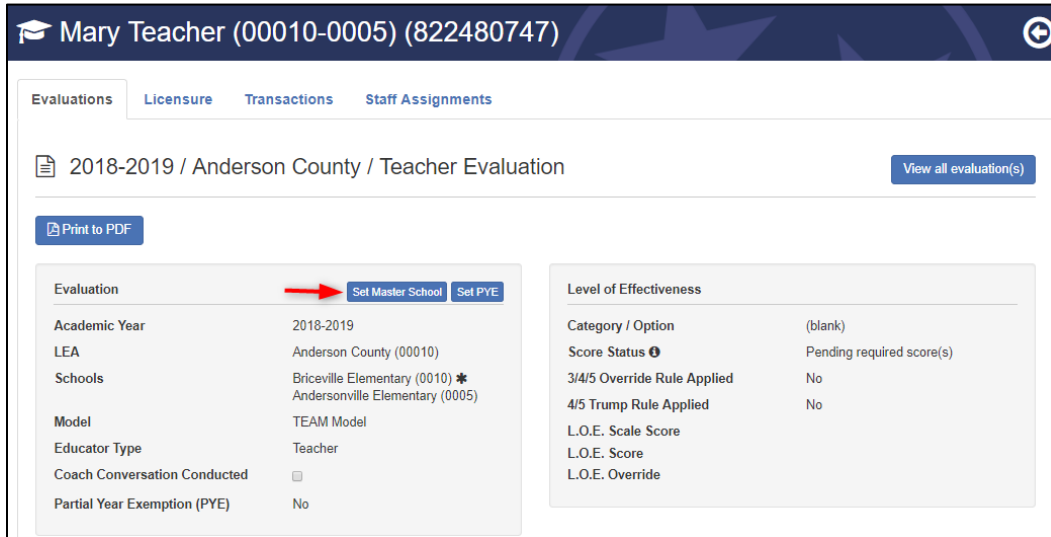
Scores

Original
<input type="text"/>

Select master school

If an educator has a staff assignment at more than one location, a master school must be selected. The growth measure score will come from the master school selected.

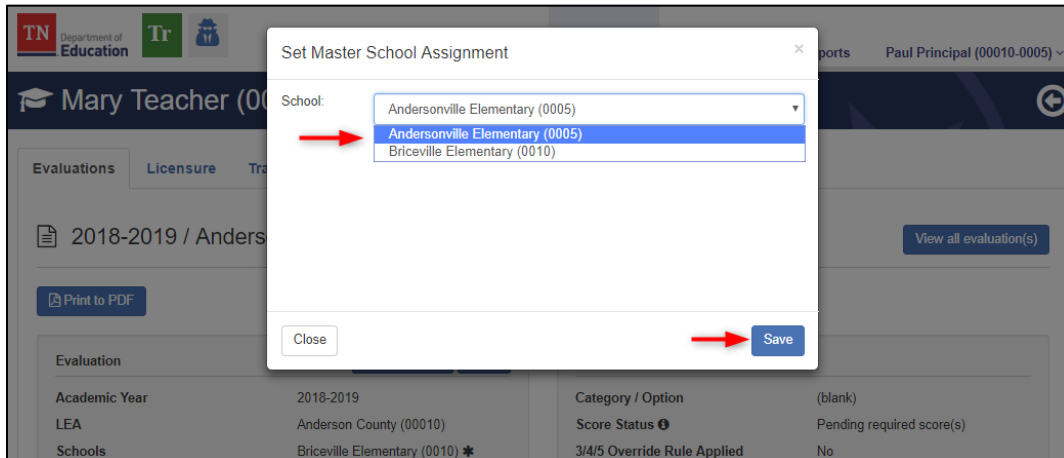
- Locate and open the educator's evaluation.
- Click **Set Master School**.



The screenshot shows the 'Mary Teacher (00010-0005) (822480747)' profile page. The 'Evaluations' tab is active, displaying the '2018-2019 / Anderson County / Teacher Evaluation' record. A red arrow points to the 'Set Master School' button in the 'Evaluation' section. The 'Schools' field is currently set to 'Andersonville Elementary (0005) *'. The 'Level of Effectiveness' section shows 'Score Status' as 'Pending required score(s)'.

Evaluation		Level of Effectiveness	
Academic Year	2018-2019	Category / Option	(blank)
LEA	Anderson County (00010)	Score Status	Pending required score(s)
Schools	Briceville Elementary (0010) * Andersonville Elementary (0005)	3/4/5 Override Rule Applied	No
Model	TEAM Model	4/5 Trump Rule Applied	No
Educator Type	Teacher	L.O.E. Scale Score	
Coach Conversation Conducted	<input type="checkbox"/>	L.O.E. Score	
Partial Year Exemption (PYE)	No	L.O.E. Override	

- Select the desired school from the **School:** dropdown.
- Click **Save**.
- The master school selection will be identified with the asterisk (*) symbol.



The screenshot shows the 'Set Master School Assignment' dialog box. The 'School:' dropdown menu is open, showing three options: 'Andersonville Elementary (0005)', 'Andersonville Elementary (0005)', and 'Briceville Elementary (0010)'. A red arrow points to the first 'Andersonville Elementary (0005)' option. The 'Save' button is also highlighted with a red arrow.

Set Master School Assignment	
School:	Andersonville Elementary (0005)
	Andersonville Elementary (0005)
	Briceville Elementary (0010)

Set evaluation as Partial Year Exemption (PYE)

If an educator will not meet the requirements for an evaluation, the evaluation should be marked as Partial Year Exemption (PYE). The PYE indication can be made by the principal, assistant principal or one with evaluation edit permissions. See <http://team-tn.org/evaluation/statute-and-policy/> for information on Partial Year Exemptions.

- Locate and open the educator's evaluation.
- Click **Set PYE**

Mary Teacher (00010-0005) (822480747)

Evaluations | Licensure | Staff Assignments

2018-2019 / Anderson County / Teacher Evaluation View all evaluation(s)

Print to PDF

Evaluation		Set Master School	Set PYE
Academic Year	2018-2019		
LEA	Anderson County (00010)		
Schools	Andersonville Elementary (0005) * Briceville Elementary (0010)		
Model	TEAM Model		
Educator Type	Teacher		
Coach Conversation Conducted	<input type="checkbox"/>		
Partial Year Exemption (PYE)	No		

Level of Effectiveness	
Category / Option	(blank)
Score Status	Pending required score(s)
3/4/5 Override Rule Applied	No
4/5 Trump Rule Applied	No
L.O.E. Scale Score	
L.O.E. Score	
L.O.E. Override	

- Select the reason in the **Reason:** dropdown.
- If reason is **Other** a brief explanation is required.
- Click **Save**.

Partial Year Exemption

Reason:

- Contract duration 120 days or less
- No longer employed (terminated, resigned, retired)
- On extended leave and has not met minimum 121 day requirement
- Other
- Transferred to a different school or role during the year

Cancel Save

- A yellow message will display at the top of the evaluation page as a reminder the evaluation has been identified as a Partial Year Exemption.
- The Evaluation details box will show the PYE reason.

Mary Teacher (00010-0005) (822480747)

Evaluations Licensure Staff Assignments

2018-2019 / Anderson County / Teacher Evaluation [View all evaluation\(s\)](#)

⚠ This evaluation has been closed as part of a Partial Year Exemption.

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Evaluation		Set Master School	Remove PYE
Academic Year	2018-2019		
LEA	Anderson County (00010)		
Schools	Andersonville Elementary (0005) * Briceville Elementary (0010)		
Model	TEAM Model		
Educator Type	Teacher		
Coach Conversation Conducted	<input type="checkbox"/>		
Partial Year Exemption (PYE)	Yes, on extended leave and has not met minimum 121 day requirement		

Level of Effectiveness	
Category / Option	(blank)
Score Status	Pending required score(s)
3/4/5 Override Rule Applied	No
4/5 Trump Rule Applied	No
L.O.E. Scale Score	
L.O.E. Score	
L.O.E. Override	

- If the PYE was added in error and should be removed, click **Remove PYE**.

Mary Teacher (00010-0005) (822480747)

Evaluations Licensure Staff Assignments

2018-2019 / Anderson County / Teacher Evaluation [View all evaluation\(s\)](#)

⚠ This evaluation has been closed as part of a Partial Year Exemption.

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Evaluation		Set Master School	Remove PYE
Academic Year	2018-2019		
LEA	Anderson County (00010)		
Schools	Andersonville Elementary (0005) * Briceville Elementary (0010)		
Model	TEAM Model		
Educator Type	Teacher		
Coach Conversation Conducted	<input type="checkbox"/>		
Partial Year Exemption (PYE)	Yes, on extended leave and has not met minimum 121 day requirement		

Level of Effectiveness	
Category / Option	(blank)
Score Status	Pending required score(s)
3/4/5 Override Rule Applied	No
4/5 Trump Rule Applied	No
L.O.E. Scale Score	
L.O.E. Score	
L.O.E. Override	

- Click **Yes, remove partial year exemption**.

