Tennessee Educator Acceleration Model (TEAM)  
Frequently Asked Questions:  
Evaluator Training

1. **How do I stay updated on evaluation processes, practices, and updates?**  
The TEAM Update is a weekly newsletter for district and school level evaluators and other interested educators. Please subscribe to stay up-to-date on evaluation guidance, timelines, policy, and processes.

2. **Why is TEAM training required?**  
In order to conduct observations, educators must be fully certified. Conducting observations without full certification is a grievable offense. Certification entails attending an official state-sponsored TEAM training and then passing the subsequent online certification test. Educators must either recertify through in-person training or through the online recertification process. For questions about training or certification, please reach out to TEAM.Questions@tn.gov.

3. **In which evaluator training session should I enroll?**  
**Teacher evaluator** trainings are designed to prepare you for the certification test that once passed, will allow you to evaluate teachers and other school service personnel. A list of school service personnel may be accessed here.

**Administrator evaluator** training is designed to prepare you for the certification test that once passed, will allow you to evaluate administrators.

Visit the TEAM website here to register for available trainings.

4. **How often and where are trainings held?**  
In-person trainings are held for the upcoming school year in June-August in each CORE region. Fall and winter in-person trainings are offered in October and January respectively in each grand division. Teacher evaluator in-person trainings span two days from 8:30-4:30. Administrator evaluator in-person trainings span one day from 8:30-4:40.

Online recertification is usually offered May through mid-June. Sessions are typically completed in 2-3 hours.

Visit the TEAM website here to register for available in-person trainings. Training updates and announcements are also released in the TEAM Update.

5. **I have completed training, how quickly should I expect an invitation to take the certification test?**  
It takes about a week after attending a training session to receive an invitation to take the certification test. After the session is complete, rosters and session sign-ins are prepared and verified. The rosters are then sent to the testing platform. After the testing platform enrolls you in the course, the invitation is sent.
6. **What are the requirements of the certification test?**
   - The teacher evaluator certification test has two required parts. Part one is a lesson analysis. After viewing a video of a full lesson, assign a rating to each of the 12 indicators of the TEAM instruction domain. Success criteria includes:
     - No more than ± 1 point away from the benchmark rating for at least 8 indicators
     - Average observation score is within ± 0.9 points away from the benchmark average observation score.
   - Part two is a general knowledge multiple-choice test that includes eight questions on a variety of TEAM-related topics.
   - The administrator evaluator certification test is a twenty-question multiple-choice test that includes a variety of topics related to TEAM.

7. **What if I do not pass the test?**
   Each test allows for two automatic attempts. If the two attempts are not successful, please reach out to the testing platform to request a reset. For initial certification, you will be connected with a TEAM Coach for additional, personal support. For recertification, after the two automatic attempt, please contact TEAM.Questions@tn.gov for a reset. If you are not successful after this manual reset, you will need to enroll in an in-person training to have access to the assessment. Visit the TEAM website here to register for available trainings.

8. **What is the validity period of my evaluator certification?**
   Certification is valid through the end of the current school year regardless of the certification date.

9. **Do evaluators have to certify every year?**
   Yes. According to state board and department policy 5.201:
   “All evaluations shall be conducted by certified evaluators. To be certified, an evaluator must meet certification requirements as determined by the Department.”
   And further:
   The board “Require[s] yearly certification of all evaluators.”
   The certification test must be passed before conducting any observations. Conducting observation without passing the certification test is a grievable offense and will invalidate observations.

10. **How do I recertify if I am already a certified observer?**
    Evaluators that are certified in the immediately preceding school year are eligible to recertify online. Eligibility, invitations to recertify, and enrollment in the platform are generated from a TNCompass populated report of certified observers. Summer online recertification opportunities are available to evaluators that were certified in the immediately preceding school year. Invitations will be sent to eligible evaluators when the recertification window opens in the summer.
    Announcements for recertification are released in the TEAM Update.
11. How much TASL credit is awarded for attending training?
For teacher evaluator in-person training, 14 credit hours are awarded. For administrator evaluator in-person training, seven credit hours are awarded. **No TASL credit is awarded for online recertification lessons.**

It takes about a week after attending a training session to receive TASL credit documentation. After the session is complete, rosters and sign-ins are prepared and verified. The rosters are then used to generate TASL credit verification. Credit documentation will be sent only once and must be uploaded to TNCompass by the administrator.

12. How do I apply to be a summer TEAM trainer?
Trainer applications are listed on the website and advertised in the TEAM Update usually in April for upcoming school year. Trainer criteria include highly motivated and effective educators with a history of effective evaluation practices and experience in content facilitation.

TEAM trainers play an integral role in supporting administrators, district staff, and teachers in Tennessee as we continue to implement the TEAM evaluation model. This is an excellent opportunity for educators to strengthen their own understanding of the TEAM model, as well as to promote and deepen evaluation practices across the state. These are contracted and compensated positions.

13. I have questions that have not been answered here. Who can I contact?

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