



## TDES Weekly Updates 2017-18 8.11.17

### TDES Coordinator

Welcome back! I am Megan Scully, the TDES Coordinator. I will assist you with the TDES process. Feel free to contact me at [megan.scully@clevelandmetroschools.org](mailto:megan.scully@clevelandmetroschools.org) with questions or concerns. Please forward the TDES Weekly Updates to all staff members. The TDES Calendar can be found at the end of this update and on the TDES Website. Please note there is a specific calendar for Year Round Schools, Traditional/Extended Year Schools and RSP providers.

### TDES Portal

The TDES portal is opened for Year Round Schools only. The portal will open August 21 for schools that follow the traditional school calendar and extended year schools. To access the portal go to the CMSD TDES Homepage then to the Great Teachers & Great Leaders portal found on the right side of the homepage. You will use your CMSD login to enter the portal. There is a new user interface but the process remains the same.

If you receive an “invalid credential” error message when logging into the portal, please update your district password on a district PC. A laptop will not work. Email [megan.scully@clevelandmetroschools.org](mailto:megan.scully@clevelandmetroschools.org) with log-in issues.

### Accomplished Teachers

Teachers who earned a summative rating of Accomplished for the 2016-17 school year, will not be evaluated 2017-18. The choice of being evaluated or receiving the stipend does not go into effect until 2018-19. Accomplished teachers will be archived by the end of August. New hires to the district, who received an Accomplished rating from their previous employer, **will** be evaluated 2017-18.

### Improvement Plans

Teachers will be placed on an Improvement Plan if they received an overall Composite Rating of Developing or Ineffective (as per the CBA).

### TDES for New Teachers Training

**New teachers are required to have six hours of TDES training prior to being evaluated.** Please send new teachers to **one** of the following sessions on August 22, August 24, August 30, September 11, September 13, or September 20. Training will be at East Professional Center from 9:00 – 4:00. Please register using the TDES calendar. Evaluators must confirm that new teachers have attended TDES training before beginning their evaluation. New teachers may need assistance requesting a sub.

### OTES Training

**OTES certification is required to evaluate teachers.** All CMSD evaluators must take three days of OTES training and test in a proctored environment. OTES renewal



certification must also be taken in a proctored setting. Please contact Cheryl Shelton to schedule your proctored certification test.

OTES training sessions are available September 5-7 at the ESC in Independence. Evaluators must have proper certification before they can begin the evaluation process. Please log in to your [SAFE account](#) and search STARS (keyword OTES) to register for training.

### **TDES for New Evaluators Training**

**All new evaluators must attend new evaluator TDES training prior to evaluating CMSD teachers.** Please attend one of the sessions on either August 23 or September 6. Training will be at East Professional Center from 9:00 – 4:00. Any evaluator who wants to review the process is also welcome to attend. Please register using the TDES calendar.

### **TDES for New RSPs Training**

**New RSPs need six hours of TDES training prior to being evaluated.** RSPs are related service providers including, nurses, psychologists, therapists, school counselors and transition coordinators. Training for new RSPs will be August 28 and October 5 at East Professional Center from 9:00 – 4:00. RSP's only need to attend one session. Please register using the TDES calendar.

### **TDES for New Paraprofessionals Training**

**New paras are required to attend 3 hours of TDES training prior to being evaluated.** TDES for new paras will be September 1 and September 18 at East Professional Center from 9:00 – 12:00. Paras should only attend 1 session and will return to their building following the training session. Please register using the TDES calendar.

### **OPES Training**

**Certification is required to evaluate administrators.** All CMSD evaluators must take two days of OPES training and test in a proctored environment. OPES renewals must also be taken in a proctored setting. Please contact Cheryl Shelton to schedule your proctored certification test.

OPES training sessions are available August 22-23 and September 13-14 at the ESC in Independence. Evaluators must have proper certification before they can begin the evaluation process. Please log in to your [SAFE account](#) and search STARS (keyword OTES) to register for training.

### **TDES School Teams**

The Principal and the CTU representative should work together to jointly determine the TDES team. This team should consist of the Principal, Chapter Chair, and 1 to 3 classroom teachers mutually selected by the Principal and Chapter Chair (as per the CBA). The TDES team is asked to support TDES and will review SLO's. Please send the list of team members for your school to Megan Scully ([megan.scully@clevelandmetroschools.org](mailto:megan.scully@clevelandmetroschools.org)) by Friday, September 1.



Note: These deadlines are “soft deadlines” meant for pacing guidance only. The only hard deadline is the portal closure **May 4**.

### TDES Year Round Calendar 2017-2018

Event	Date
Portal Opens	July 26
GP/IP 16-17 Due	August 18
WT 1 Due	September 8
FAO Due	November 9
Para D1/D4	December 15
WT2 Due	December 22
UO Due	February 16
Para D2/D3	March 23
WT3 Due	March 23
Composite Due	May 4

### TDES Traditional and Extended Year School Calendar 2017-2018

Event	Date
Portal Opens	August 21
GP/IP 16-17 Due	September 8
WT 1 Due	October 6
FAO Due	November 17
Para D1/D4	December 15
WT2 Due	February 2
UO Due	March 9
Para D2/D3	March 23
WT3 Due	April 13
Composite Due	May 4

### RSP Calendar 2017-2018

Event	Date
Portal Open	August 21
GP/IP 16-17 Due	September 8
FAO Due	December 21
DS-1	February 23
DS-2	April 20
Composite Due	May 4



**2017-2018 TDES Training Dates- 1<sup>st</sup> Quarter**  
**Training will be held at East High Professional Center**

August 22	TDES for new Teachers	9:00-4:00
August 23	TDES for new Admins	9:00-4:00
August 24	TDES for new Teachers	9:00-4:00
August 28	TDES for new RSPs	9:00-4:00
August 30	TDES for new Teachers	9:00-4:00
September 1	TDES for new Paras	9:00-12:00
September 6	TDES for new Admins	9:00-4:00
September 11	TDES for new Teachers	9:00-4:00
September 18	TDES for new Paras	9:00-12:00
September 20	TDES for new Teachers	9:00-4:00
October 5	TDES for new RSPs	9:00-4:00
October 12	TDES for new Teachers	9:00-4:00