TDES Weekly Updates 2018-19
12.7.18

D1 and D4 for Paraprofessionals
The due date for the first evaluation event for paraprofessionals is **December 21**. Paras should submit evidence for Domain 1 and Domain 4 in the portal and self-assess on the rubric by the date set by the evaluator (do not wait until the December 21 deadline). Evaluators should review the evidence, add evidence if necessary, and mark areas of agreement on the rubric. The para and the evaluator should meet to complete the rubric. The entire process, including the conference, should be complete by December 21.

Formal Announced Observation
The FAO is due **December 21** for RSP providers including school counselors. Scheduling should be well underway. The ten day window runs from the pre-conference meeting to the post conference meeting, not the date of scheduling. Please remember to email your evaluator and the TDES mailbox, tdes@clevelandmetroschools.org if your FAO is not completed by the due date.

Walkthrough 2
Walkthrough 2 is due **December 21** for year-round schools ONLY. WT2 is due **February 1** for traditional schools and cannot be started until second semester. A walk-through is a short classroom visit of 5-15 minutes. Following the walk-through, written feedback is provided through the TDES portal. The teacher may add additional evidence but is not required to. The teacher can request a post conference but the post conference is not mandatory. Please remember to email your evaluator and the TDES Mailbox, tdes@clevelandmetroschools.org if your WT2 is not completed by the due date.

Invalid Credentials
Please note that passwords are expiring. If you receive an "invalid credential" error message when logging into the portal, please update your password on a district PC. Log off the computer, log back on and put in credentials, then click control, alt, delete. This will prompt the update. Do not contact the tech department help desk. Megan Scully can assist you with this process if needed.

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. Please log-in to your ODE SAFE account to register for training. OTES renewal certification must also be taken in a proctored setting. For renewals, please use the link below to register with the Office of Professional Development for testing date and times OTES/OPES/CRESS Assessment Registration Link. Please plan to arrive as early as possible to test, before 10:00 is recommended. EPC staff are not able to stay late to continue to proctor and administrators who arrive late in the afternoon may not be accommodated.

OPES Training
OPES certification is required to evaluate all administrators. Principals must take two days of OPES training and test in a proctored environment. OPES training is offered at the ESC in Independence on **December 11-12.** Please log-in to your ODE SAFE account to register for training. OPES renewal certification must also be taken in a proctored setting. For renewals, please use the link below to register with the Office of Professional Development for testing date and times OTES/OPES/CRESS Assessment Registration Link. Please plan to arrive as early as possible to test, before 10:00 is recommended.

Think Tank for Evaluators
The December Think Tank has been canceled

TDES 2018-19 Training Dates
*Training will take place at East Professional Center unless otherwise noted

January 14	TDES for New Paras	9:00-12:00 East
December 18	Evaluator Think Tank-WT2	8:00-10:00, 3:30-5:30 East

Year Round Calendar 2018-2019

Event	Date
Portal Opens	August 6
GP/IP	August 24
WT 1	September 14
FAO	November 16
Para D1/D4	December 21
WT2	December 21
UO	February 15
Para D2/D3	March 22
WT3	March 22
Composite	**May 3**

TDES Traditional and Extended Year School Calendar 2018-2019

Event	Date
Portal Opens	August 21
GP/IP	September 7
WT 1	September 28
FAO	November 16
Para D1/D4	December 21
WT2	February 1
UO	March 22
Para D2/D3	March 22
WT3	April 18
Composite	**May 3**

RSP Calendar 2018-2019

Event	Date
Portal Open	August 21
GP/IP	September 7
FAO	December 21
DS-1	February 22
DS-2	April 12
Composite	**May 3**