2020-2021 Staff Interchange – Staff Profile

> **Purpose:** The purpose of the Staff Interchange – Staff Profile file is to capture and verify the attributes of staff employed at the district for the currently selected school year. This data is collected for the Human Resources snapshot (employees as of December 1st); Special Education December Count snapshot (employees as of December 1st) and Teacher Student Data Link snapshot (all teachers throughout the school year).
>
> **Dependencies:** Each staff has been assigned an Educator Identifier (EDID) and updated through the Educator Identification System (EDIS).
>
> **Record Expectation:** In the Staff Interchange-Staff file, the LEA should submit 1 record per staff per LEA for staff employed as of December 1st of the selected school year (for the purpose of the December 1st count snapshots) AND all educators of record/contributing professionals (definitions below) employed during the school year (for the purpose of the Teacher Student Data Link snapshot). *The <u>Educator of Record</u> is an individual assigned primary responsibility for a student's learning in a subject/course with aligned performance measures; a <u>Contributing Professional</u> is an individual assigned responsibility to provide additional services that support and increase a student's learning in a subject/course with corresponding aligned performance measures.*
>
> **Use Summary: (Fields from this file are used in the following CDE Collections which require LEA/AU effort):**
> Human Resources, Special Education December Count, Teacher Student Data Link

Name of Field	Field Length	Text Start Position	Text End Position	CSV order	Excel Column	Examples	Remarks
**Staff Profile**
*** Indicates required (no field can be blank)**
Admin Unit/SOP Code*	5	1	5	1	A2	11111	
School District/BOCES Code*	4	6	9	2	B2	1111	
Social Security Number*	9	10	18	3	C2	123456789	*SSN is used to link with the licensure data.*
EDID*	8	19	26	4	D2	12345678	*Must match in EDIS*
Staff's First Name*	30	27	56	5	E2	valid name	*First name must match in EDIS*
Staff's Last Name*	30	57	86	6	F2	valid name	*Last Name must match in EDIS*
Staff's Gender*	2	87	88	7	G2	01	Remains 01-Female or 02-Male *Gender must match in EDIS*

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Staff's Date of Birth*	8	89	96	8	H2	01011980	MMDDYYYY Format *DOB must match in EDIS*
Staff's Ethnicity: Hispanic or Latino*	1	97	97	9	I2	1	
Staff's Race: American Indian or Alaska Native*	1	98	98	10	J2	1	
Staff's Race: Asian*	1	99	99	11	K2	1	
Staff's Race: Black or African American*	1	100	100	12	L2	1	
Staff's Race: White*	1	101	101	13	M2	1	
Staff's Race: Native Hawaiian or Other Pacific Islander*	1	102	102	14	N2	1	
Staff's District of Residence*	4	103	106	15	O2	1111	Can be zero-filled for contracted staff
Beginning (start) Date at School District*	8	107	114	16	P2	08012000	MMDDYYYY Format
Years of Prior Pre/K-12 Teaching Experience	2	115	116	17	Q2	5	Required for Job class Codes between 201-206
Years of Prior Pre/K-12 Education Experience	2	117	118	18	R2	0	Required for Job class Codes between 100-299
Years Principal at Any School*	2	119	120	19	S2	0	Required for Principals and Supt Serving as Principal
~~Teacher~~ Probationary Status*	2	121	122	20	T2	01	**Required** for Job class Codes 105, 106, 201, 202, 206, 216, 222, 223, 211, 231, 233, 234, 235, 236, 237, 238, and 242
Highest Level of Education Completed*	2	123	124	21	U2	15	Can be zero-filled for contracted staff
Institution Code of Degree*	4	125	128	22	V2	0000	Can be zero-filled for contracted staff
State Code of Degree*	2	129	130	23	W2	00	Can be zero-filled for contracted staff
Subject Area of Degree 1*	4	131	134	24	X2	0000	Can be zero-filled for contracted staff
Subject Area of Degree 2*	4	135	138	25	Y2	0000	Can be zero-filled for contracted staff

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Subject Area of Degree 3*	4	139	142	26	Z2	0000	Can be zero-filled for contracted staff
Passed Paraprofessional Test*	1	143	143	27	AA2	0	Can be zero-filled for contracted staff
Teacher Overall Performance Evaluation Rating*	2	144	145	28	AB2	02	**Required to be zero-filled** for all staff, including teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223
Teacher Quality Standard 1: Know Content*	2	146	147	29	AC2	02	**Required to be zero-filled** for all staff, including teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223
Teacher Quality Standard 2: Establish Environment*	2	148	149	30	AD2	02	**Required to be zero-filled** for all staff, including teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223
Teacher Quality Standard 3: Facilitate Learning*	2	150	151	31	AE2	02	**Required to be zero-filled** for all staff, including teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223
Teacher Quality Standard 4: Professionalism*	2	152	153	32	AF2	02	**Required to be zero-filled** for all staff, including teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223
Teacher Measures of Student Learning*	2	154	155	33	AG2	02	**Required to be zero-filled** for all staff, including teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223
Special Services Provider (SSP) Overall Performance Evaluation Rating*	2	156	157	34	AH2	02	**Required to be zero-filled** for all staff including Special Services Providers (SSPs); job class codes 211, 231, 233, 234, 235, 236, 237, 238, and 242
Special Services Provider (SSP) Quality Standard 1: Professional Expertise*	2	158	159	35	AI2	02	**Required to be zero-filled** for all staff, including Special Services Providers (SSPs); job class codes 211, 231, 233, 234, 235, 236, 237, 238, and 242
Special Services Provider (SSP) Quality Standard 2: Learning Environment*	2	160	161	36	AJ2	02	**Required to be zero-filled** for all staff including Special Services Providers (SSPs); job class codes 211, 231, 233, 234, 235, 236, 237, 238, and 242
Special Services Provider (SSP) Quality Standard 3: High Quality Delivery*	2	162	163	37	AK2	02	**Required to be zero-filled** for all staff including Special Services Providers (SSPs); job class codes 211, 231, 233, 234, 235, 236, 237, 238, and 242

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Special Services Provider (SSP) Quality Standard 4: Professionalism*	2	164	165	38	AL2	02	**Required to be zero-filled** for all staff including Special Services Providers (SSPs); job class codes 211, 231, 233, 234, 235, 236, 237, 238, and 242
Special Services Provider (SSP) Measures of Student Outcomes*	2	166	167	39	AM2	02	**Required to be zero-filled** for all staff including Special Services Providers (SSPs); job class codes 211, 231, 233, 234, 235, 236, 237, 238, and 242
Principal Overall Performance Evaluation Rating*	2	168	169	40	AN2	02	**Required to be zero-filled** for all staff including principals and assistant principals; job class codes 105 & 106
Principal Quality Standard 1: Strategy*	2	170	171	41	AO2	02	**Required to be zero-filled** for all staff including principals and assistant principals; job class codes 105 & 106
Principal Quality Standard 2: Culture*	2	172	173	42	AP2	02	**Required to be zero-filled** for all staff including principals and assistant principals; job class codes 105 & 106
Principal Quality Standard 3: Instruction*	2	174	175	43	AQ2	02	**Required to be zero-filled** for all staff including principals and assistant principals; job class codes 105 & 106
Principal Quality Standard 4: Professionalism*	2	176	177	44	AR2	02	**Required to be zero-filled** for all staff including principals and assistant principals; job class codes 105 & 106
Principal Measures of Student Learning*	2	178	179	45	AS2	02	**Required to be zero-filled** for all staff including principals and assistant principals; job class codes 105 & 106

Staff File Data Elements and Definitions

Admin Unit/SOP Code - A unique five-digit number assigned to an Administrative Unit or State Operated Program by CDE. Refer to Administrative Unit/State Operated Program Codes at http://www.cde.state.co.us/datapipeline/2015-16_au_and_district_codes.

School District/BOCES Code - A unique code assigned by CDE. Refer to School District/BOCES Code table at http://www.cde.state.co.us/datapipeline/org_orgcodes.

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Social Security Number – The Federally assigned Social Security Number for the employee.

EDID – An eight (8) digit numeric field containing the 8 digit value assigned by CDE for the Educator.

Staff's First Name – A name given to an individual at birth, baptism, or during another naming ceremony, or through legal change.

Staff's Last Name – The name borne in common by member of a family.

Staff's Gender – An individual's sex.

01	Female
02	Male

Staff's Date of Birth – The month, day, and year on which an individual was born. *Formatted as MMDDYYYY*

Staff's Ethnicity: Hispanic or Latino - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin", can be used in addition to "Hispanic or Latino".

0	No – Not Hispanic or Latino
1	Yes – Hispanic or Latino

Staff's Race: American Indian or Alaska Native - A person having origins in any of the original peoples of North or South America (including Central America), and who maintains a tribal affiliation or community recognition.

0	**No**—Not American Indian or Alaska Native
1	**Yes**—American Indian or Alaska Native

Staff's Race: Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

0	**No**—Not Asian
1	**Yes**—Asian

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Staff's Race: Black or African American - A person having origins in any of the Black racial groups of Africa.

0	**No**—Not Black
1	**Yes**—Black

Staff's Race: White - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

0	**No**—Not White
1	**Yes**—White

Staff's Race: Native Hawaiian or Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

0	**No**— Not Native Hawaiian or Other Pacific Islander
1	**Yes**— Native Hawaiian or Other Pacific Islander

Staff's District of Residence - A unique code assigned by CDE designating the school district in which the employee resides. Refer to School District/BOCES Code table at http://www.cde.state.co.us/DataPipeline/org_dist-BOCES.asp

Beginning (start) Date at School District – The month, day, and year the individual was employed by the district or Administrative Unit. (Note: If the individual was rehired, the most current hire date would be reported.)

Years of Prior Pre/K-12 Teaching Experience - The total number of years that an individual has previously held a teaching position in and outside of Colorado.

Years of Prior Pre/K-12 Education Experience - The total number of years that an individual has previously held an educational position in Colorado and outside of Colorado for which licensure/certification is necessary. This includes positions such as teacher, administrator, counselor, media consultant/librarian, nurse, psychologist, social worker, etc. Do not include the current year in the number provided.

Years Principal at any school - The total number of years that an individual has previously held a principal position at any school in any district. Do not include assistant principal experience. Do not include the current year in the number provided.

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~~Teacher~~ **Probationary Status –** The probationary status of the educator as defined in district/BOCES policy. The local policy should be compliant with Senate Bill 10-191. (Note: Required for all principals, teachers, and special services providers (SSPs); job class codes 105, 106, 201, 202, 206, 216, 222, 223, 211, 231, 233, 234, 235, 236, 237, 238, and 242). This field can be zero-filled for contracted staff and preschool teachers not required to participate in the educator effectiveness evaluation system. *This field is still required to be reported in 2020-2021.*

00	**N/A - to** use for staff that are not required to be evaluated under Senate Bill 10-191 (Job class codes not equal to 105, 106, 201, 202, 206, 216, 222, 223, 211, 231, 233, 234, 235, 236, 237, 238, and 242), contracted staff, and preschool teachers not required to participate in the educator effectiveness evaluation system.
01	**Probationary** – to use for teachers that do not have non-probationary status as outlined in the Teacher Employment, Compensations, and Dismissal Act of 1990 (TECDA) and SB 191 and for principals and SSPs that do not have non-probationary status as outlined in SB 191.
02	**Non-Probationary** – to use for teachers that have earned non-probationary status as outlined in TECDA and SB 191 and for principals and SSPs that have earned non-probationary status as outlined in SB 191.
03	**Other** - per local policy, a principal, teacher, or SSP that does not have a pathway to earn non-probationary status (e.g., a charter school employee, a BOCES teacher that does not have funding guaranteed for more than one year).

Highest Level of Education Completed - The extent of formal instruction an individual has received (e.g., the highest grade in school or its equivalent or the highest degree received). (Note: Only required for administrative, instructional and paraprofessionals; Job Classification Codes between 100-199, 200-299 or 415-419.) This field can be zero-filled for contracted staff.

00	N/A
09	No high school diploma
10	High school graduate--high school diploma or equivalent
11	Post graduate (Grade 13)
12	Formal award, certificate or diploma (less than one year)
13	Formal award, certificate or diploma (more than or equal to one year)
14	Some college but no degree
15	Associate's degree or two or more years (48 semester hours or more of college with no degree)
16	Bachelor's (Baccalaureate) degree (e.g., B.A., A.B., B.S.)
17	First-professional degree (e.g., D.C. or D.C.M., D.D.S. or D.M.D.,M.D., O.D., D.O., D.Phar., Pod.D. or D.P.M., D.V.M., L.L.B.or J.D., M.Div., M.H.L., B.D., or Ordination)

18	Master's degree (e.g., M.A., M.S., M.Eng, M.Ed, M.S.W., M.B.A., M.L.S.)
19	Specialist's degree (e.g., Ed.S)
20	Doctoral (Doctors) degree (e.g., Ph.D., Ed.D)

Institution Code of Degree – A unique code assigned by CDE to Colorado institutions of higher education where the highest degree was received by the employee. Please refer to the Institution Code List at: http://www.cde.state.co.us/datapipeline/org_orgcodes.

State Code of Degree – The state in which the employee received their highest level of education (bachelors, masters or doctorate) outside of Colorado. If the employee received their highest level of education (bachelors, masters or doctorate) within Colorado, please report 00 for Not Applicable in this field and report the Colorado Institution Code instead. Please refer to the list of state codes at: https://www.cde.state.co.us/datapipeline/statecodes. **Hint: Use code 'XX' if institution was outside of the United States.**

Subject Area of Degree 1 - A broad description of degree(s) a middle, junior or high school teacher has received (bachelors, masters or doctorate). For teachers without a bachelor's degree or higher, the code '2100' would be reported for 'No Degree'.

Code	Description		Code	Description
0000	N/A		1100	Mathematics
0100	Agriculture		1200	Music
0200	Art		1300	Natural Science
0300	Business		1400	Office Occupations
0400	Distributive/Marketing Education		1500	Social Sciences
0450	Elementary Education		1600	Technical Education/Computer Technology
0500	English Language Arts		1700	Special Education
0600	Foreign Languages		1800	Co-curricular Activities I - Athletic/Sport
0700	Health Occupations Education		1900	Co-curricular Activities- Non-athletic
0800	Physical Curriculum		2000	Other Degree
0900	Family and Consumer Education		2100	No Degree
1000	Industrial Arts/Technology Education			

Subject Area of Degree 2 - A broad description of degree(s) a middle, junior or high school teacher has received (bachelors, masters or doctorate).

Subject Area of Degree 3 - A broad description of degree(s) a middle, junior or high school teacher has received (bachelors, masters or doctorate).

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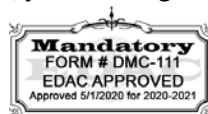
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Passed Paraprofessional Test - The paraprofessional demonstrated knowledge of reading, writing and mathematics, as well as the ability to assist in reading, writing, and mathematics through a locally or a nationally developed academic assessment. This field can be reported as '00' for contracted staff.

0	**No—** Paraprofessional test was either taken and not passed, or was not taken
1	**Yes—** Paraprofessional test was taken and passed

IMPORTANT: 2020 Educator Evaluation Reporting Suspended

On April 1, 2020, Governor Polis suspended the requirements of the state law on the frequency and duration of employment performance evaluations for school districts, charters schools and BOCES licensed personnel, including teachers, special service providers, principals and administrators to enable schools and districts to focus on providing alternative learning opportunities for their students. As a result, CDE will not direct the districts to submit 2019-20 educator evaluation ratings. Instead, for the 2020-2021 Staff Interchange and HR Snapshot **CDE directs all districts to zero-fill the staff evaluation fields**, as specified in this document.

Teacher Overall Performance Evaluation Rating - Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final evaluation rating provided in the teacher's written evaluation report from the prior academic school year (2019-2020). ~~This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists). This field can be zero-filled for contracted staff and preschool teachers not required to participate in the educator effectiveness evaluation system.~~

00	**N/A** – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Highly Effective**, or the equivalent, where applicable (e.g., if the district assigns a rating of "highly satisfactory" or "exemplary")
12	**Effective**, or the equivalent, if the district uses a different term (e.g., "satisfactory" or "proficient")
13	**Partially Effective**, or the equivalent, where applicable (e.g., "progressing", "approaching satisfactory")
14	**Ineffective**, or the equivalent, if the district uses a different term (e.g. "unsatisfactory")
05	**Not Yet Evaluated** – to use with newly hired teachers who have not yet been formally evaluated
06	**Evaluation of teacher was not conducted in prior year** – for a reason other than that the teacher is new. (This code should be used for educators that should have received a rating but could not for a reason such as going on medical leave. Note that usage of this code should be very limited and over-use will cause an error.)
07	**No Score** – an evaluation was previously conducted, but during the course of a review, grievance, or appeal process (e.g., in the case of an ineffective rating), the district determined that an educator's rating was not accurate. Additionally, there is not sufficient data to assign the original rating or to change the rating. Thus, the teacher receives a "No Score".

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Teacher Quality Standard 1: Know Content – Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final rating on teacher quality standard 1 from the prior school year (2019-2020). ~~This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists). This field can be zero-filled for contracted staff and preschool teachers not required to participate in the educator effectiveness evaluation system.~~

00	**N/A –** to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

Teacher Quality Standard 2: Establish Environment – Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final rating on teacher quality standard 2 from the prior school year (2019-2020). ~~This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists). This field can be zero-filled for contracted staff and preschool teachers not required to participate in the educator effectiveness evaluation system.~~

00	**N/A –** to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

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Teacher Quality Standard 3: Facilitate Learning – <mark>Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection.</mark> The final rating on teacher quality standard 3 from the prior school year (2019-2020). ~~This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists). This field can be zero-filled for contracted staff and preschool teachers not required to participate in the educator effectiveness evaluation system.~~

00	**N/A** – <mark>to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.</mark>
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

Teacher Quality Standard 4: Professionalism – <mark>Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection.</mark> The final rating on teacher quality standard 4 from the prior school year (2019-2020). ~~This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists). This field can be zero-filled for contracted staff and preschool teachers not required to participate in the educator effectiveness evaluation system.~~

00	**N/A** – <mark>to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.</mark>
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

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Teacher Measures of Student Learning – Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final rating on student learning outcomes from the prior school year (2019-2020). This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists). This field can be zero-filled for contracted staff and preschool teachers not required to participate in the educator effectiveness evaluation system.

00	N/A – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
01	More than Expected
02	Expected
03	Less than Expected
04	Much Less than Expected

Special Services Provider (SSP) Overall Performance Evaluation Rating - Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final evaluation rating provided in the SSP's written evaluation report from the prior academic school year (2019-2020). This is required for all Special Services Providers (SSPs); job class codes (211, 231, 233, 234, 235, 236, 237, 238, and 242). This field can be zero-filled for contracted staff.

00	N/A – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Highly Effective**, or the equivalent, where applicable (e.g., if the district assigns a rating of "highly satisfactory" or "exemplary")
12	**Effective**, or the equivalent, if the district uses a different term (e.g., "satisfactory" or "proficient")
13	**Partially Effective**, or the equivalent, where applicable (e.g., "progressing", "approaching satisfactory")
14	**Ineffective**, or the equivalent, if the district uses a different term (e.g. "unsatisfactory")
05	**Not Yet Evaluated** – to use with new hired SSPs who have not yet been formally evaluated
06	**Evaluation of SSP was not conducted in prior year** – for a reason other than that the SSP is new. (This code should be used for educators that should have received a rating but could not for a reason such as going on medical leave. Note that usage of this code should be very limited and over-use will cause an error.)
07	**No Score** – an evaluation was previously conducted, but during the course of a review, grievance, or appeal process (e.g., in the case of an ineffective rating), the district determined that an educator's rating was not accurate. Additionally, there is not sufficient data to assign the original rating or to change the rating. Thus, the SSP receives a "No Score".

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Special Services Provider (SSP) Quality Standard 1: Professional Expertise – Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final rating on SSP quality standard 1 from the prior school year (2019-2020). ~~This is required for all Special Services Providers (SSPs); job class codes (211, 231, 233, 234, 235, 236, 237, 238, and 242). This field can be zero-filled for contracted staff.~~

00	**N/A** – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

Special Services Provider (SSP) Quality Standard 2: Learning Environment – The final rating on SSP quality standard 2 from the prior school year (2019-2020). ~~This is required for all Special Services Providers (SSPs); job class codes (211, 231, 233, 234, 235, 236, 237, 238, and 242). This field can be zero-filled for contracted staff.~~

00	**N/A** – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

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Special Services Provider (SSP) Quality Standard 3: **High Quality Delivery** – Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final rating on SSP quality standard 3 from the prior school year (2019-2020). This is required for all Special Services Providers (SSPs); job class codes (211, 231, 233, 234, 235, 236, 237, 238, and 242). This field can be zero-filled for contracted staff.

00	N/A – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

Special Services Provider (SSP) Quality Standard 4: Professionalism – Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final rating on SSP quality standard 4 from the prior school year (2019-2020). This is required for all Special Services Providers (SSPs); job class codes (211, 231, 233, 234, 235, 236, 237, 238, and 242). This field can be zero-filled for contracted staff.

00	N/A – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Exemplary**, or the equivalent, where applicable ((e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

Special Services Provider (SSP) Measures of Student Outcomes – Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final rating on student outcomes from the prior school year (2019-2020). This is required for all Special Services Providers (SSPs); job class codes (211, 231, 233, 234, 235, 236, 237, 238, and 242). This field can be zero-filled for contracted staff.

00	N/A – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
01	**More than Expected**
02	**Expected**
03	**Less than Expected**
04	**Much Less than Expected**

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2020-2021 Staff Interchange – Staff Profile

Principal Overall Performance Evaluation Rating - Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final evaluation rating provided in the principal's written evaluation report from the prior academic school year (2019-2020). ~~This is required for all principals and assistant principals, job class codes 105 and 106.~~

00	N/A – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Highly Effective**, or the equivalent, where applicable (e.g., if the district assigns a rating of "highly satisfactory" or "exemplary")
12	**Effective**, or the equivalent, if the district uses a different term (e.g., "satisfactory" or "proficient")
13	**Partially Effective**, or the equivalent, where applicable (e.g., "progressing", "approaching satisfactory")
14	**Ineffective**, or the equivalent, if the district uses a different term (e.g. "unsatisfactory")
05	**Not Yet Evaluated** – to use with newly hired principal/assistant principal that have not yet been formally evaluated
06	**Evaluation of principal/assistant principal was not conducted in prior year** – for a reason other than that the principal is new. (This code should be used for educators that should have received a rating but could not for a reason such as going on medical leave. Note that usage of this code should be very limited and over-use will cause an error.)

Principal Quality Standard 1: Strategy – Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection. The final rating on principal quality standard 1 for the prior school year (2019-2020). ~~This is required for all principals and assistant principals, job class codes 105 and 106.~~

00	N/A – to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

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2020-2021 Staff Interchange – Staff Profile

Principal Quality Standard 2: Culture – <mark>Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection.</mark> The final rating on principal quality standard 2 for the prior school year (2019-2020). ~~This is required for all principals and assistant principals, job class codes 105 and 106.~~

00	**N/A –** <mark>to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.</mark>
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

Principal Quality Standard 3: Instruction – <mark>Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection.</mark> The final rating on principal quality standard 3 for the prior school year (2019-2020). ~~This is required for all principals and assistant principals, job class codes 105 and 106.~~

00	**N/A –** <mark>to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.</mark>
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

Principal Quality Standard 4: Professionalism – <mark>Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection.</mark> The final rating on principal quality standard 4 for the prior school year (2019-2020). ~~This is required for all principals and assistant principals, job class codes 105 and 106.~~

00	**N/A –** <mark>to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.</mark>
11	**Exemplary**, or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)
12	**Accomplished**, or the equivalent, where applicable (e.g., advanced)
13	**Proficient**, or the equivalent, where applicable (e.g., effective)
14	**Partially Proficient**, or the equivalent, where applicable (e.g., partially effective, developing)
15	**Basic**, or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)

2020-2021 Staff Interchange – Staff Profile

Principal Measures of Student Learning – <mark>Due to the pause in educator effectiveness reporting requirements described above, all staff **MUST** be reported as '00' in this field in the 2020-2021 collection.</mark> The final rating on student learning outcomes from the prior school year (2019-2020). ~~This is required for all principals and assistant principals, job class codes 105 and 106.~~

00	**N/A** – <mark>to use for all staff in 2020-2021 due to the pause in educator effectiveness reporting requirements.</mark>
01	**More than Expected**
02	**Expected**
03	**Less than Expected**
04	**Much Less than Expected**

Document Changes

Date	Description of change	Reason for change	Elements affected	Pages in Document
4-15-2019	Teacher, SSP and Principal Overall and Quality Standard Ratings	Updated evaluation standards require changes to data collection	Teacher, SSP, and Principal Overall and Quality Standard Ratings	Page 10 - 19
11-22-2019	Updated Teacher, SSP and Principal Overall and Quality Standard Ratings	Ratings are not comparable between school years	Teacher, SSP, and Principal Overall and Quality Standard Ratings	Page 10 - 19
2-20-2020	Updated Probationary Status	Alignment with requirement	Probationary Status	Page 7
3-31-2020	Added EDAC stamp	EDAC approved all updates and provided stamp	none	All pages
4-7-2020	Updated evaluation rating fields	Governor's orders to suspend 2019-2020 evaluations	Teacher, SSP, and Principal Overall and Quality Standard Ratings	Page 10 - 19
5-20-2020	Added EDAC Stamp	EDAC approved updates from April for Evaluation fieds	Teacher, SSP, and Principal Overall and Quality Standard Ratings	All pages

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