

**DOE-EE (Educator Evaluation) 2019  
and  
DOE-ER (Educator Evaluation Rating) 2019  
Training Presentation**

**IDOE Data Reporting**

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**@EducateIN**

*Working Together for Student Success*

# DOE-EE (Educator Evaluation) – Why Report?

- Opens April 15, 2019
- Teacher Evaluation
- Individual Growth Measure (IGM)
- Grades 4-8 Math and English/Language Arts teachers reported



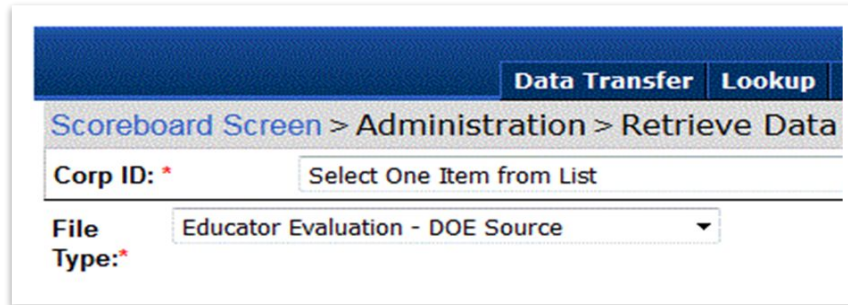
# DOE-EE (Educator Evaluation) – File Creation

- Option #1 - Create a Data File Locally



# DOE-EE (Educator Evaluation) – DOE Source File

- Option #2: Creating File for Submission using EE DOE Source File - **Step 1:**
  - Download Source File from Retrieve data (courtesy beginning point)

A screenshot of a web application interface for retrieving data. At the top, there are two tabs: "Data Transfer" and "Lookup". Below the tabs is a breadcrumb trail: "Scoreboard Screen > Administration > Retrieve Data". There are two main input fields. The first is labeled "Corp ID: \*" and has a dropdown menu with the text "Select One Item from List". The second is labeled "File Type: \*" and has a dropdown menu with the text "Educator Evaluation - DOE Source".

Scoreboard Screen > Administration > Retrieve Data

Corp ID: \* Select One Item from List

File Type: \* Educator Evaluation - DOE Source

- Teacher accountability must be determined locally
- No changes, proceed to signoff



# DOE-EE (Educator Evaluation) – Updates



Option #2: Creating File for EE Submission with updates - **Step 2:**

- Delete all submitted data!



# DOE-EE (Educator Evaluation) – Editing Tips

- **Tip #1**: Two educators provide instruction but only one is accountable.
- **Tip #2**: Add an additional educator to be accountable for same group of students.



# DOE-EE (Educator Evaluation) – Verification

## Roster Download:

[Scoreboard Screen](#) > Data Verification > Roster Download

Filter by:

Corporation:

Select One Item from List ▼

File Type:

Educator Evaluation ▼

Period:

-- Select One -- ▼

## DOE-EE by Educator List:

[Scoreboard Screen](#) > Data Verification > Reports > Educator Evaluation > DOE-EE by Educator

Academic Year: 2018 - 2019 ▼

Period: 1 ▼

School Building: All Corps



# DOE-EE (Educator Evaluation) – Signoff

## Collection Management: Signoff





# DOE-ER (Educator Evaluation Rating) - Linkage

- CE = Certified Employee



- CP = Certified Position



- CC = Course Completion



- EE = Educator Evaluation DOE-Source File
  - IGM data calculated from EE data is used to determine ER teacher rating



# DOE-ER Reporting - Codes

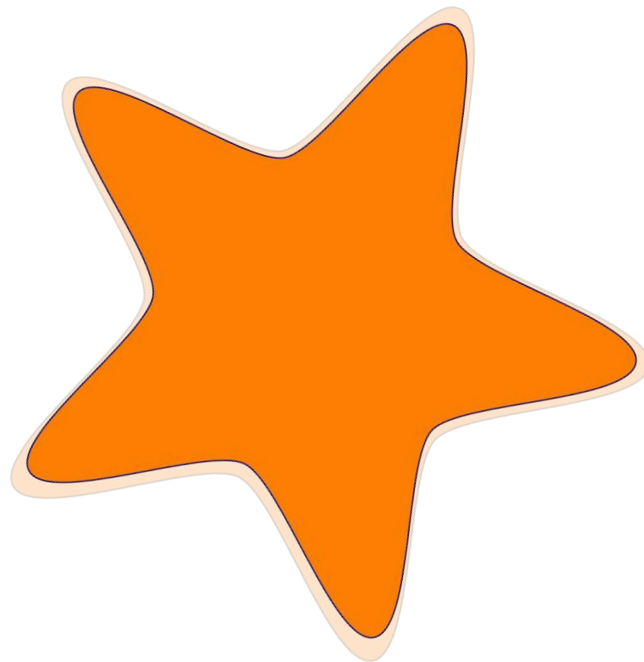
**0 = Not Applicable (not evaluated)**

**1 = Ineffective**

**2 = Improvement necessary**

**3 = Effective**

**4 = Highly effective educators**



# DOE-ER (Educator Evaluation Rating)

## Educator Rating-DOE Source file:

The screenshot displays the 'Retrieve Data' section of the DOE-ER interface. At the top, there is a navigation bar with tabs: 'Data Transfer', 'Lookup', 'Data Verification', 'Info Center', 'Programs', and 'Administration'. Below this, the breadcrumb path 'Scoreboard Screen > Administration > Retrieve Data' is shown. The main form contains several fields: 'Corp ID: \*' with a dropdown menu showing 'Select One Item from List'; 'File Type: \*' with a dropdown menu showing 'Educator Rating - DOE Source'; 'Academic Year: \*' with a dropdown menu showing '2017 - 2018'; and 'File Format: \*' with a dropdown menu showing '- Select One -'. A 'Download' button is located at the bottom left of the form.

**Data Transfer** **Lookup** **Data Verification** **Info Center** **Programs** **Administration**

Scoreboard Screen > Administration > Retrieve Data

Corp ID: \*

File Type: \*

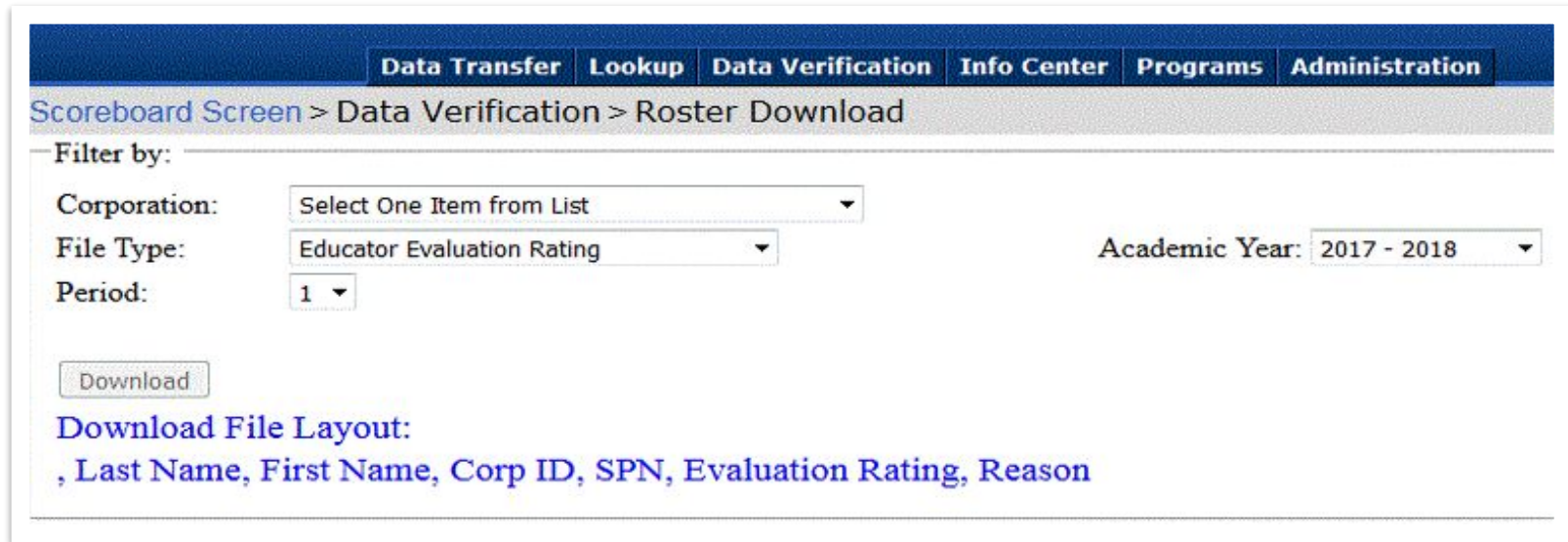
Academic Year: \*

File Format: \*



# DOE-ER (Educator Evaluation Rating) - Verify Data

## Verify ER Data Submitted:



The screenshot shows a web application interface for data verification. At the top, there is a navigation bar with tabs: Data Transfer, Lookup, Data Verification (selected), Info Center, Programs, and Administration. Below the navigation bar, the breadcrumb trail reads: Scoreboard Screen > Data Verification > Roster Download. The main section is titled 'Filter by:' and contains several filters: Corporation (a dropdown menu showing 'Select One Item from List'), File Type (a dropdown menu showing 'Educator Evaluation Rating'), Period (a dropdown menu showing '1'), and Academic Year (a dropdown menu showing '2017 - 2018'). There is a 'Download' button below the filters. Below the button, the text 'Download File Layout:' is followed by a list of fields: ', Last Name, First Name, Corp ID, SPN, Evaluation Rating, Reason'.

**Data Transfer** | **Lookup** | **Data Verification** | **Info Center** | **Programs** | **Administration**

Scoreboard Screen > Data Verification > Roster Download

Filter by:

Corporation: Select One Item from List

File Type: Educator Evaluation Rating

Period: 1

Academic Year: 2017 - 2018

Download

Download File Layout:  
, Last Name, First Name, Corp ID, SPN, Evaluation Rating, Reason



# DOE-ER (Educator Evaluation Rating)-Verify Data

CE Missing ER Report: This report must be resolved to signoff.

<a href="#">Scoreboard Screen</a>	<a href="#">Data Transfer</a>	<a href="#">Lookup</a>	<a href="#">Data Verification</a>	<a href="#">Info Center</a>	<a href="#">Programs</a>	<a href="#">Administration</a>
<a href="#">Scoreboard Screen</a> > Data Verification > Reports > Educator Evaluation Rating > CE Missing ER Report						
Academic Year:	2018 - 2019	Period:	1	Corp:	All Corps	

ER Summary Report

<a href="#">Scoreboard Screen</a>	<a href="#">Data Transfer</a>	<a href="#">Lookup</a>	<a href="#">Data Verification</a>	<a href="#">Info Center</a>	<a href="#">Programs</a>
<a href="#">Scoreboard Screen</a> > Data Verification > Reports > Educator Evaluation Rating > ER Summary Report					
Academic Year:	2018 - 2019	Period:	1	Corp:	All Corps



# DOE-ER (Educator Evaluation Rating)-Signoff

- Signoff after all data verified
- Data Verification>Collection Management>Educator Evaluation Rating



# DOE-EE and DOE-ER – Contacts and Resources

**For STN Support create a HelpDesk ticket at <https://help.doe.in.gov> or  
STN phone support at 317.232.0808**

**IDOE Educator Effectiveness and Leadership**

**Email: [EEL@doe.in.gov](mailto:EEL@doe.in.gov)**

**Educator Effectiveness and Leadership Web page**

**<https://www.doe.in.gov/effectiveness>**

**Training posted on Data Reporting Help page**

**<https://www.doe.in.gov/it/data-reporting-help>**

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# EE and ER - Questions?

