

# 2024-2025 Interchange - Staff Evaluation

Changes from 2023-2024 are highlighted in yellow.

## Purpose:

The purpose of the Staff Interchange – Evaluation Data file is to capture and verify the final evaluation ratings of licensed staff employed at the district for the currently selected school year.

## Dependencies:


Each staff member has been assigned an Educator Identifier (EDID) and updated through the Educator Identification System (EDIS). Each EDID reported in the Evaluation Data File also has a record in the Staff Profile file.

## Record Expectation:

In the Staff Interchange- Evaluation Data file, the LEA should submit 1 record per staff per LEA for all licensed staff employed and evaluated in the selected school year.

## Use Summary: (Fields from this file are used in the following CDE Collections which require LEA/AU effort):

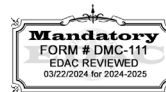
List of collections: [Staff Evaluation Snapshot](#)

 indicates primary key

## Field List:

**ALL DATA FIELDS ARE REQUIRED**  
**NOTE: ZERO-FILL ALL NON-APPLICABLE FIELDS**  
**A header row is required**

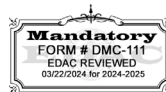
| Name of Field              | Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Example(s) | Remarks  |
|----------------------------|--------------|---------------------|-------------------|-----------|--------------|------------|--|
| School District/BOCES Code | 4            | 1                   | 4                 | 1         | A2           | 1111       |  |
| EDID                       | 8            | 5                   | 12                | 2         | B2           | 12345678   | <i>Must match in EDIS</i>  |
| Staff's First Name         | 30           | 13                  | 42                | 3         | C2           | valid name | <i>First name must match in EDIS</i>                             |
| Staff's Last Name          | 30           | 43                  | 72                | 4         | D2           | valid name | <i>Last Name must match in EDIS</i>                              |
| Staff's Gender             | 2            | 73                  | 74                | 5         | E2           | 01         | Remains 01-Female or 02-Male<br><i>Gender must match in EDIS</i> |
| Staff's Date of Birth      | 8            | 75                  | 82                | 6         | F2           | 01011980   | MMDDYYYY Format<br><i>DOB must match in EDIS</i>                 |
| Job Classification Code    | 3            | 83                  | 85                | 7         | G2           | 105        |  |
| School Code                | 4            | 86                  | 89                | 8         | H2           | 0000       | Valid School Code  |



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| Name of Field  | Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Example(s) | Remarks   |
|--|--------------|---------------------|-------------------|-----------|--------------|------------|---|
| Probationary Status  | 2            | 90                  | 91                | 9         | I2           | 01         | Required<br>For staff that are required to be evaluated ( <b>Use code 01, 02, or 03</b> )<br>For staff that are not required to be evaluated, ( <b>Use 00</b> ) |
| Highly Effective Process   | 2            | 92                  | 93                | 10        | J2           | 00         | 00-No, did not use Highly Effective Process or<br>01-Yes, used Highly Effective Process   |
| Teacher Overall Performance Evaluation Rating                              | 2            | 94                  | 95                | 11        | K2           | 02         | Required for all teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223  |
| Teacher Quality Standard 1: Know Content                                   | 2            | 96                  | 97                | 12        | L2           | 02         | Required for all teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223  |
| Teacher Quality Standard 2: Establish Environment                          | 2            | 98                  | 99                | 13        | M2           | 02         | Required for all teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223  |
| Teacher Quality Standard 3: Facilitate Learning                            | 2            | 100                 | 101               | 14        | N2           | 02         | Required for all teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223  |
| Teacher Quality Standard 4: Professionalism                                | 2            | 102                 | 103               | 15        | O2           | 02         | Required for all teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223  |
| Teacher Measures of Student Learning                                       | 2            | 104                 | 105               | 16        | P2           | 02         | Required for all teachers, librarians, and interventionists; job class codes 201, 202, 206, 216, 222 and 223  |
| Special Services Provider (SSP) Overall Performance Evaluation Rating      | 2            | 104                 | 105               | 17        | Q2           | 02         | Required for all 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            | 106                 | 107               | 18        | R2           | 02         | Required for all Special Services Providers (SSPs); job class codes 211, 231, 233, 234, 235, 236, 237, 238, and 242   |



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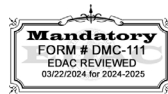
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| Name of Field   | Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Example(s) | Remarks   |
|---|--------------|---------------------|-------------------|-----------|--------------|------------|---|
| Special Services Provider (SSP) Quality Standard 2: Learning Environment  | 2            | 108                 | 109               | 19        | S2           | 02         | Required for all 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            | 110                 | 111               | 20        | T2           | 02         | Required for all Special Services Providers (SSPs); job class codes 211, 231, 233, 234, 235, 236, 237, 238, and 242 |
| Special Services Provider (SSP) Quality Standard 4: Professionalism       | 2            | 112                 | 113               | 21        | U2           | 02         | Required for all 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            | 114                 | 115               | 22        | V2           | 02         | Required for all Special Services Providers (SSPs); job class codes 211, 231, 233, 234, 235, 236, 237, 238, and 242 |
| Principal Overall Performance Evaluation Rating                           | 2            | 116                 | 117               | 23        | W2           | 02         | Required for all principals and assistant principals; job class codes 105 & 106                                     |
| Principal Quality Standard 1: Strategy                                    | 2            | 118                 | 119               | 24        | X2           | 02         | Required for all principals and assistant principals; job class codes 105 & 106                                     |
| Principal Quality Standard 2: Culture                                     | 2            | 120                 | 121               | 25        | Y2           | 02         | Required for all principals and assistant principals; job class codes 105 & 106                                     |
| Principal Quality Standard 3: Instruction                                 | 2            | 122                 | 123               | 26        | Z2           | 02         | Required for all principals and assistant principals; job class codes 105 & 106                                     |
| Principal Quality Standard 4: Professionalism                             | 2            | 124                 | 125               | 27        | AA2          | 02         | Required for all principals and assistant principals; job class codes 105 & 106                                     |
| Principal Measures of Student Learning                                    | 2            | 126                 | 127               | 28        | AB2          | 02         | Required for all principals and asst. principals, job class codes 105, 106  |

## Field Descriptions:

**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](http://www.cde.state.co.us/datapipeline/org_orgcodes).

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



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**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.

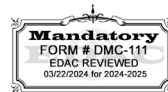
**Staff's Gender** – An individual's sex.

| Code | Description   |
|------|---|
| 01   | <b>Female</b> - identifies as female (including a transgender student/staff who identifies exclusively as female).  |
| 02   | <b>Male</b> – identifies as male (including a transgender student/staff who identifies exclusively as male).  |
| 03   | <b>Nonbinary</b> - does not identify exclusively as male or female. Nonbinary does not refer to a transgender student/staff who identifies exclusively as either male or female |

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

**Job Classification Code** – The position held during the time of the evaluation reported.

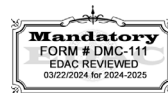
| PRINCIPALS |  |   |                                       |
|------------|--|---|---------------------------------------|
| Job Code   | Job Code Name                            | Job Description   | Staff                                 |
| 105        | Principal                                | Performs the highest level of executive management functions in an individual school, a group of schools or units of a school system. Responsibilities include the administration of instructional programs, extracurricular programs, community relations, operation of the school plant and the coordination of staff and student activities.   | Special Education Assignment Flag = 0 |
| 106        | Assistant/Deputy/<br>Associate Principal | Performs high-level executive management functions in an individual school, group of schools or units of a school system. Primary duties include but are not limited to: (1) supervising student behavior; (2) handling specific assigned duties related to school management; (3) continuing curriculum and staff development; (4) working cooperatively with professional staff; and (5) providing leadership in the instructional program. | Special Education Assignment Flag = 0 |
| TEACHERS   |  |   |                                       |
| Job Code   | Job Code Name                            | Job Description   | Staff                                 |
| 201        | Teacher, Regular                         | Provides learning experiences and care to students during a particular time or in a given discipline.   | Special Education Assignment Flag = 0 |
| 202        | Teacher, Special Education               | Provides learning experiences and care to special education students during a particular time or in a given discipline.   | Special Education Assignment Flag = 1 |



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| PRINCIPALS                |                                |   |   |
|---------------------------|--------------------------------|---|---|
| Job Code                  | Job Code Name                  | Job Description   | Staff   |
| 206                       | Teacher, Title I               | Provides enriched learning experiences and care to at risk students during a particular time or in a given discipline.  | Special Education<br>Assignment Flag = 0      |
| SPECIAL SERVICE PROVIDERS |                                |   |   |
| Job Code                  | Job Code Name                  | Job Description   | Staff   |
| 211                       | Counselor                      | Guides individuals, families, groups, and communities by assisting them in problem-solving, decision-making, discovering meaning, and articulating goals related to personal, educational, and career development.  | Special Education<br>Assignment Flag = 0 or 1 |
| 216                       | Librarian/Media Consultant     | Develops plans for and manage the use of teaching and learning resources, including the maintenance of equipment, content material, and services.   | Special Education<br>Assignment Flag = 0 or 1 |
| 222                       | Reading Interventionist        | Teachers who conduct assessments and provide consultative or direct services (interventions and instruction) in the area of reading to meet the individual needs of students through the use of evidence-based practices to improve reading achievement.  | Special Education<br>Assignment Flag = 0 or 1 |
| 223                       | Math Interventionist           | Teachers who conduct assessments and provide consultative or direct services (interventions and instruction) in the area of mathematics to meet the individual needs of students through the use of evidence-based practices to improve mathematics achievement.  | Special Education<br>Assignment Flag = 0 or 1 |
| 231                       | Audiologist                    | Provide services including: 1) identification of individuals with hearing loss; 2) determination of the range, nature, and degree of hearing loss, including referral for medical or other professional attention; 3) provision of habilitating activities such as language habilitation, auditory training, speech reading (lip reading), hearing evaluation, and speech conservation; 4) creation and administration of programs for prevention of hearing loss; 5) counseling and guidance of students, parent/guardians, and teachers regarding hearing loss; and 6) determination of an individual's need for group and individual amplification, selecting and fitting an appropriate aid, and evaluating the effectiveness of amplification. | Special Education<br>Assignment Flag = 0 or 1 |
| 233                       | School Nurse, Registered Nurse | Directs school health services and provides nursing services for students and who is licensed and properly endorsed in accordance with State Law.   | Special Education<br>Assignment Flag = 0 or 1 |
| 234                       | Occupational Therapist         | Provides services that address the functional needs of an individual relating to self-help skills, adaptive behavior and play, and sensory, motor, and postural development. These services are designed to improve the individual's functional ability to perform tasks in the home, school, and community settings and include: 1) identification assessment and intervention; 2) adaptation of the environment, and selection, design, and fabrication of assistive and orthodontic devices to facilitate the development of functional skills, and 3) prevention or minimization of the impact of initial or future impairment, delay in development, or loss of functional ability.  | Special Education<br>Assignment Flag = 0 or 1 |



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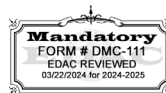
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| PRINCIPALS |  |  |  |
|------------|--|--|--|
| Job Code   | Job Code Name                              | Job Description  | Staff                                      |
| 235        | Physical Therapist                         | Performs activities including physical methods of treatment and rehabilitation without the use of drugs or surgery.  | Special Education Assignment Flag = 0 or 1 |
| 236        | Psychologist                               | Evaluates and analyzes students' behavior by measuring and interpreting their intellectual, emotional, and social development, and diagnosing their educational and personal problems.   | Special Education Assignment Flag = 0 or 1 |
| 237        | Social Worker                              | Provides social services for clients who may be individuals, families, groups, community organizations, or society in general. Social workers help individuals increase their capacities for problem solving and coping, and help obtain needed resources, facilitate interactions between individuals and their environments, make organizations responsible to individuals, and influence social policies. | Special Education Assignment Flag = 0 or 1 |
| 238        | Speech-Language Pathologist                | Diagnoses specific speech or language impairments and provides speech language services for the habilitation or prevention of communicative impairments and provides counseling and guidance to parents, children/students, and teachers, regarding speech and language development.   | Special Education Assignment Flag = 0 or 1 |
| 242        | School Orientation and Mobility Specialist | A professional who specializes in teaching travel skills to visually impaired persons, including the use of canes, dog guides, or sophisticated electronic travel aids, as well as the sighted guide technique.  | Special Education Assignment Flag = 1      |

**School Code** - A unique code assigned by CDE to a school building. Refer to School Building Code Table at: [http://www.cde.state.co.us/datapipeline/org\\_orgcodes](http://www.cde.state.co.us/datapipeline/org_orgcodes). *Note: for staff serving the district, use code '9980' for District Wide.*

**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 teachers, and special services providers (SSPs); job class codes 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.

| Code | Description  |
|------|--|
| 00   | N/A – to use for staff for whom probationary/non-probationary status does not apply use for staff that are not required to be evaluated, (i.e., Job class codes equal to 105, 106) contracted staff, and preschool teachers not required to participate in the educator effectiveness evaluation system. |
| 01   | <b>Probationary</b> – 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 SSPs that do not have non-probationary status as outlined in SB 191.                                       |
| 02   | <b>Non-Probationary</b> – to use for teachers that have earned non-probationary status as outlined in TECDA and SB 191 and for SSPs that have earned non-probationary status as outlined in SB 191.  |



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| Code | Description  |
|------|--|
| 03   | <b>Other</b> - per local policy, a 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). |

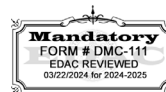
**Highly Effective Process** – Indicates whether the educator was evaluated using the Highly Effective Process, in lieu of the standard evaluation process. No indicates the educator was evaluated using the standard evaluation process. Yes, indicates the educator was evaluated using the Highly Effective Process.

| Code | Description   |
|------|---|
| 00   | <b>No, did not use the Highly Effective Process</b> |
| 01   | <b>Yes, used the Highly Effective Process</b>       |

**Teachers-SSP’s and Principal Rating guidance for Schools with waivers:** Schools with an evaluation waiver may mark their staff’s ratings as a 00 (N/A). However, if evaluations have occurred and your evaluation system aligns with the [state model evaluation system standards and elements](#), you have the option to report your evaluation ratings for waived staff members.

**Teacher Overall Performance Evaluation Rating** - The final evaluation rating provided in the teacher’s written evaluation report from the current academic school year (2022-2023). This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists).

| Code | Description  |
|------|--|
| 00   | <b>N/A</b> –for staff who are not teachers, librarians, or interventionists, including contracted employees and preschool only teachers.   |
| 11   | <b>Highly Effective</b> , or the equivalent, where applicable (e.g., if the district assigns a rating of “highly satisfactory” or “exemplary”)   |
| 12   | <b>Effective</b> , or the equivalent, if the district uses a different term (e.g., “satisfactory” or “proficient”)   |
| 13   | <b>Partially Effective</b> , or the equivalent, where applicable (e.g., “progressing”, “approaching satisfactory”)   |
| 14   | <b>Ineffective</b> , or the equivalent, if the district uses a different term (e.g. “unsatisfactory”)  |
| 05   | <b>Not Yet Evaluated</b> – for newly hired teachers in the last 6 weeks of the school year who have not yet been formally evaluated.   |
| 06   | <b>Evaluation of teacher was not conducted</b> – 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   | <b>No Score</b> – 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** – The final rating on teacher quality standard 1 from the current academic school year (2022-2023). This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists)

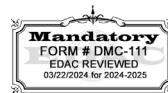
| Code | Description  |
|------|--|
| 00   | N/A - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating.     |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating) |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)   |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)  |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)          |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)          |

**Teacher Quality Standard 2: Establish Environment** – The final rating on teacher quality standard 2 from the current academic school year (2022-2023). This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists).

| Code | Description  |
|------|--|
| 00   | N/A - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating.     |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating) |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)   |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)  |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)          |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)          |

**Teacher Quality Standard 3: Facilitate Learning** – The final rating on teacher quality standard 3 from the current academic school year (2022-2023). This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists).

| Code | Description  |
|------|--|
| 00   | N/A - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating.     |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating) |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)   |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)  |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)          |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)          |





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**Teacher Quality Standard 4: Professionalism** – The final rating on teacher quality standard 4 from the current academic school year (2022-2023). This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists).

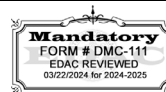
| Code | Description  |
|------|--|
| 00   | N/A - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating.     |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating) |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)   |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)  |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)          |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)          |

**Teacher Measures of Student Learning** –The final rating on student learning outcomes from the current academic school year (2022-2023). This is required for job class codes 201, 202, 206 (Teachers), 216 (Librarian) and 222, 223 (Interventionists).

| Code | Description        |
|------|--------------------|
| 00   | N/A                |
| 01   | More than expected |
| 02   | Expected           |
| 03   | Less than expected |

**Special Services Provider (SSP) Overall Performance Evaluation Rating** - The final evaluation rating provided in the SSP’s written evaluation report from the current academic school year (2022-2023). This is required for all Special Services Providers (SSPs); job class codes (211, 231, 233, 234, 235, 236, 237, 238, and 242).

| Code | Description  |
|------|--|
| 00   | N/A –for staff who are not teachers, librarians or interventionists, including contracted employees and preschool only teachers.   |
| 11   | <b>Highly Effective</b> , or the equivalent, where applicable (e.g., if the district assigns a rating of “highly satisfactory” or “exemplary”)   |
| 12   | <b>Effective</b> , or the equivalent, if the district uses a different term (e.g., “satisfactory” or “proficient”)   |
| 13   | <b>Partially Effective</b> , or the equivalent, where applicable (e.g., “progressing”, “approaching satisfactory”)   |
| 14   | <b>Ineffective</b> , or the equivalent, if the district uses a different term (e.g. “unsatisfactory”)  |
| 05   | <b>Not Yet Evaluated</b> – for newly hired teachers in the last 6 weeks of the school year who have not yet been formally evaluated.   |
| 06   | <b>Evaluation of teacher was not conducted</b> – 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   | <b>No Score</b> – 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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**Special Services Provider (SSP) Quality Standard 1: Professional Expertise** – The final rating on SSP quality standard 1 from the current academic school year (2022-2023). 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.

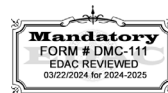
| Code | Description  |
|------|--|
| 00   | N/A - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating.     |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating) |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)   |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)  |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)          |
| 15   | <b>Basic</b> , 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 current academic school year (2022-2023). 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.

| Code | Description  |
|------|--|
| 00   | N/A - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating.     |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating) |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)   |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)  |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)          |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)          |

**Special Services Provider (SSP) Quality Standard 3: High Quality Delivery** – The final rating on SSP quality standard 3 from the current academic school year (2022-2023). 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.

| Code | Description  |
|------|--|
| 00   | N/A - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating.     |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating) |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)   |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)  |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)          |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)          |



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Changes from 2023-2024 are highlighted in yellow.

**Special Services Provider (SSP) Quality Standard 4: Professionalism** – The final rating on SSP quality standard 4 from the current academic school year (2022-2023). 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.

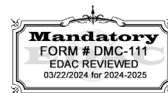
| Code | Description  |
|------|--|
| 00   | N/A - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating.     |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating) |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)   |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)  |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)          |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)          |

**Special Services Provider (SSP) Measures of Student Outcomes** –The final rating on student outcomes from the current academic school year (2022-2023). 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.

| Code | Description        |
|------|--------------------|
| 00   | N/A                |
| 01   | More than expected |
| 02   | Expected           |
| 03   | Less than expected |

**Principal Overall Performance Evaluation Rating** - The final evaluation rating provided in the principal’s written evaluation report from the current academic school year (2022-2023). This is required for all principals and assistant principals, job class codes 105 and 106.

| Code | Description  |
|------|--|
| 00   | N/A –for staff who are not teachers, librarians or interventionists, including contracted employees and preschool only teachers.   |
| 11   | <b>Highly Effective</b> , or the equivalent, where applicable (e.g., if the district assigns a rating of “highly satisfactory” or “exemplary”)   |
| 12   | <b>Effective</b> , or the equivalent, if the district uses a different term (e.g., “satisfactory” or “proficient”)   |
| 13   | <b>Partially Effective</b> , or the equivalent, where applicable (e.g., “progressing”, “approaching satisfactory”)   |
| 14   | <b>Ineffective</b> , or the equivalent, if the district uses a different term (e.g. “unsatisfactory”)  |
| 05   | <b>Not Yet Evaluated</b> – for newly hired teachers in the last 6 weeks of the school year who have not yet been formally evaluated.   |
| 06   | <b>Evaluation of teacher was not conducted</b> – 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.) |



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Changes from 2023-2024 are highlighted in yellow.

| Code | Description  |
|------|--|
| 07   | <b>No Score</b> – 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”. |

**Principal Quality Standard 1: Strategy** – The final rating on principal quality standard 1 from the current academic school year (2022-2023). This is required for all principals and assistant principals, job class codes 105 and 106.

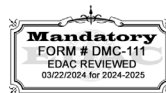
| Code | Description   |
|------|---|
| 00   | <b>N/A</b> - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating. |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)    |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)  |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)   |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)             |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)             |

**Principal Quality Standard 2: Culture** – The final rating on principal quality standard 2 from the current academic school year (2022-2023). This is required for all principals and assistant principals, job class codes 105 and 106.

| Code | Description   |
|------|---|
| 00   | <b>N/A</b> - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating. |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)    |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)  |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)   |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)             |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)             |

**Principal Quality Standard 3: Instruction** – The final rating on principal quality standard 3 from the current academic school year (2022-2023). This is required for all principals and assistant principals, job class codes 105 and 106.

| Code | Description   |
|------|---|
| 00   | <b>N/A</b> - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating. |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)    |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)  |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)   |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)             |



# 2024-2025 Interchange - Staff Evaluation

Changes from 2023-2024 are highlighted in yellow.

| Code | Description   |
|------|---|
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating) |

**Principal Quality Standard 4: Professionalism** – The final rating on principal quality standard 4 from the current academic school year (2022-2023). This is required for all principals and assistant principals, job class codes 105 and 106.

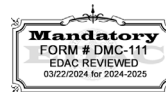
| Code | Description   |
|------|---|
| 00   | <b>N/A</b> - Use for staff who are not teachers OR if a code 05, 06, or 07 score was assigned for the overall rating. |
| 11   | <b>Exemplary</b> , or the equivalent, where applicable (e.g., distinguished, highly effective, the highest rating)    |
| 12   | <b>Accomplished</b> , or the equivalent, where applicable (e.g., advanced)  |
| 13   | <b>Proficient</b> , or the equivalent, where applicable (e.g., effective)   |
| 14   | <b>Partially Proficient</b> , or the equivalent, where applicable (e.g., partially effective, developing)             |
| 15   | <b>Basic</b> , or the equivalent, where applicable (e.g., ineffective, unsatisfactory, the lowest rating)             |

**Principal Measures of Student Learning** –The final rating on student learning outcomes from the current academic school year (2022-2023). This is required for all principals and assistant principals, job class codes 105 and 106.

| Code | Description        |
|------|--------------------|
| 00   | N/A                |
| 01   | More than expected |
| 02   | Expected           |
| 03   | Less than expected |

## Document Changes:

| Date       | Description of Change     | Reason for Change                           | Element(s) Affected  |
|------------|---------------------------|---|--|
| 3-22-2024  | EDAC stamp                | EDAC approved                               | EDAC stamp added   |
| 11-27-2023 | Removed valid code        | Removed from the evaluation matrix          | Teacher Measures of Student Learning                         |
| 11-27-2023 | Removed valid code        | Removed from the evaluation matrix          | Special Services Provider (SSP) Measures of Student Outcomes |
| 11-27-2023 | Removed valid code        | Removed from the evaluation matrix          | Principal Measures of Student Learning                       |
| 9-27-2023  | Added School Code         | Staff Assignment no longer part of snapshot | School Code  |
| 9-27-2023  | Added Probationary Status | Moved from Staff Profile file               | Probationary Status  |



# 2024-2025 Interchange - Staff Evaluation

Changes from 2023-2024 are highlighted in yellow.

| Date       | Description of Change          | Reason for Change                       | Element(s) Affected |
|------------|--------------------------------|---|---------------------|
| 9-27-2023  | Added Highly Effective Process | New data element for evaluation process | New data element    |
| 10-30-2022 | New Interchange file           | New Collection                          | New Collection      |

