All participants are in ‘Listen Only’ mode to reduce any potential background noise.

Please use the question panel to type out any questions during the webinar.

Recorded versions of this webinar can be found under our Resources > DMAC-Live! section.
What’s New/Reminders:

✓ T-PESS Available in DMAC

✓ Schools who purchased Appraisals, have access to T-PESS, T-TESS or PDAS
DMAC District Administrator Role:

- Make sure all Principals and Appraiser know their Unique ID from TSDS
- Set up Setting (Who can be appraiser)
- Verify list of Principals
Beginning of Year

Principals

- Register Unique ID and select Campus(s)
- Complete Self-assessment
  - Begin with Standard 1, Indicator 1a
  - Start with the "Developing" rating column. Mark the descriptors for which you have evidence that you perform consistently well
  - Repeat the process through the "Distinguished" column
  - If you can't confidently make any marks throughout the indicator, write a brief comment in the "Not Demonstrated/Needs Improvement" box that will remind you to discuss this particular indicator with your appraiser
(Principals cont.)

- Complete Goal Setting and submit
  - www.tpess.org Reference - A goal can focus directly on part of a campus improvement plan, a district strategic priority, or a plan to improve a specific leadership practice or competency.

- Once Pre-evaluation Conference is complete
  - Update goal(s) based on agreed changes with appraiser

- Evidence can be added at any time throughout the year
Mid-Year

- Principal and Appraiser
  - will meet to discuss Mid-Year Progress
- Appraiser
  - will complete the Mid-Year Progress section

Before the end of the year:
- Appraiser will complete:
  - Consolidated Assessment Rubric
  - Draft of Summary Rating form
Appraiser will:
- Schedule end-of-year conference

Both the Principal and the Appraiser will:
- Review the draft of the Summary Rating form

Principal will:
- Provide any additional evidence for goal(s)

Appraiser will:
- Finalize Summary Rating form and complete the end-of-year goal attainment section