

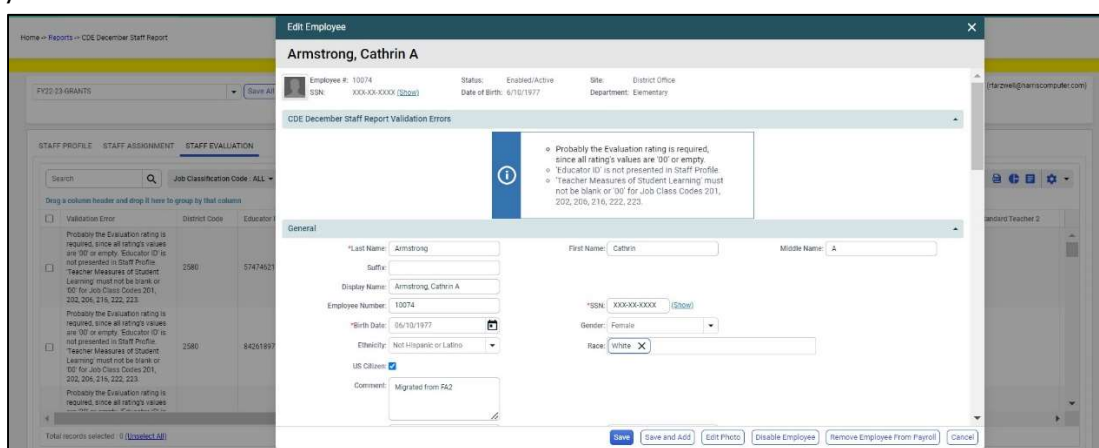
## Colorado December Staff Report – Staff Evaluation

AFD-54

### A Staff Evaluation tab and export are now available

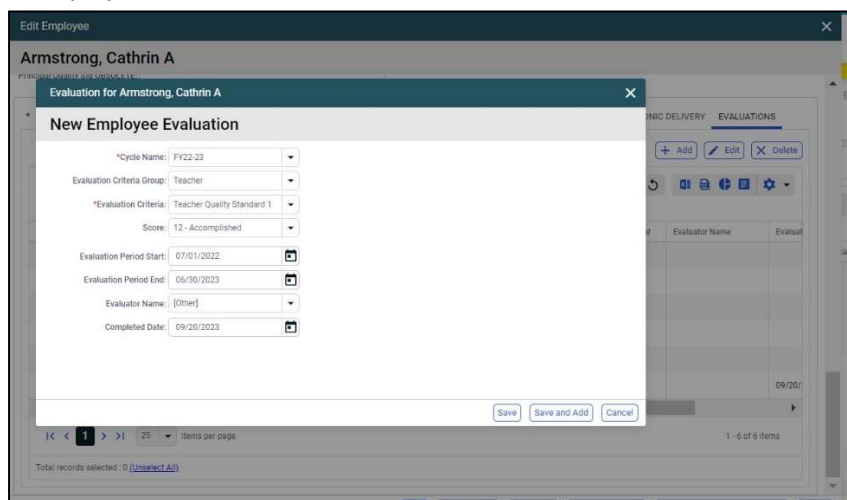
When running the Colorado December Staff Report, a Staff Evaluation tab and export now display. This tab contains the new evaluation data collection that Colorado schools and BOCES have to report to the Colorado Department of Education by October 15 each year.

The Staff Evaluation tab provides validation information. If validation errors show, a user can click the last name of the employee to display the Edit Employee screen from Manage Employees. The errors will display on the screen.



Caption 1 – Edit Employee

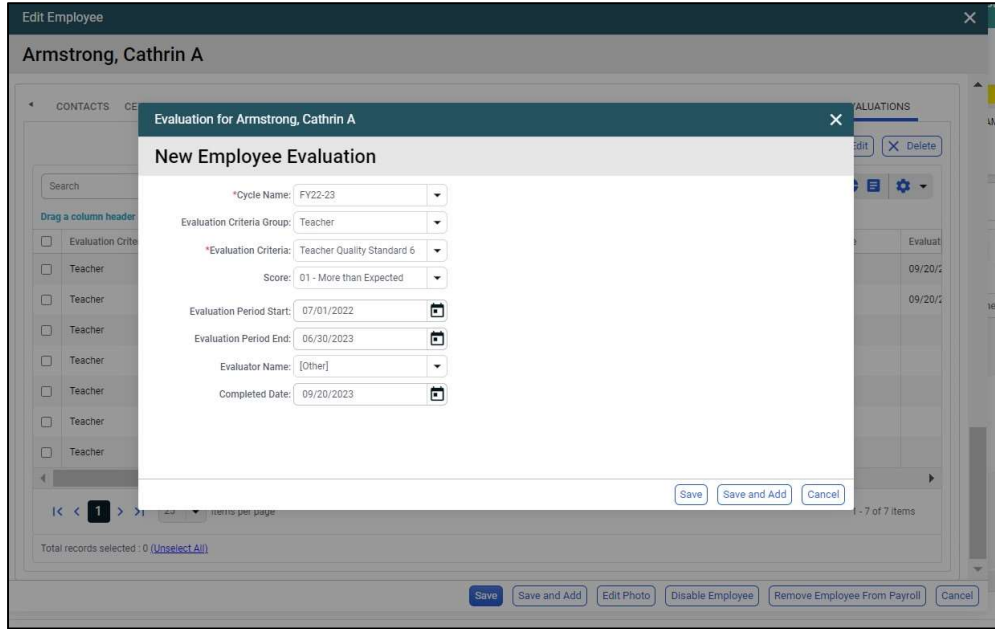
In this illustration, the employee needed to have evaluations entered. Evaluations are on a tab at the bottom of the Edit Employee screen.



Caption 2 – New Employee Evaluation

This employee also needed Measures of Student Learning. These are Evaluation Criteria Quality Standard 6 for Teachers and Quality Standard 7 for Principals.





Caption 3 – Measures of Student Learning

After correcting the validation errors, rerun the report and delete and generate new data. No validation errors will show for the employee whose information was corrected.

Home -> Reports -> CDE December Staff Report

You are currently working in FY22-23. [Switch to the current cycle FY23-24](#)

FY22-23-GRANTS Save All Modifications ⓘ - Generated: September 20, 2023 11:41 AM by Rickard Tarzwell (rtarzwell@harriscomputer.co

Accounting Cycle: FY22-23 Grant/Project Element: GRANTS Evaluation FY: FY22-23

STAFF PROFILE STAFF ASSIGNMENT STAFF EVALUATION

Search  Job Classification Code: ALL

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Validation Error	District Code	Educator ID	First Name	Last Name	Gender	Birth Date	Job Classification Code	Overall Rating Teacher	Quality Standard Teacher 1	Quality Standard Teacher 2
<input type="checkbox"/>		2580	57474621	Cathrin	Armstrong	01 - Female	06/10/1977	206 - Teacher, Title I	11	12	00
<input type="checkbox"/>	Probably the Evaluation rating is required, since all ratings values are 00 or empty. 'Teacher Measures of Student Learning' must not be blank or 00 for Job Class Codes 201, 202, 206, 216, 222, 223.	2580	84261897	Cynthia	Armstrong	01 - Female	02/24/1977	201 - Teacher, Regular	00	00	00

Caption 4 – Staff Evaluation after correcting validation errors

As it is with the Staff Profile and Staff Assignment tabs, an Export to File button is in the lower right corner of the Staff Evaluation tab so that the user can create the Staff Evaluation file to send to CDE.