Colorado December Staff Report – Staff Evaluation

AFD-54

HARRIS School Solutions

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.

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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.

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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.

Contact Support:

apta41support@harriscomputer.com https://schoolfinancialsolutions.na3.teamsupport.com © 2023, Harris School Solutions. All rights reserved.



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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.

me -> Rep	oorts -> CDE December Staff Report											_
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FY22-2	3-GRANTS		 Save All Mod 	ifications 🔯 -					Generated	September 20, 2023 11:41 AM by Ri	ckard Tarzwell (rtarzwell@harriscomp	iuter.
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	Validation Error	District Code	Educator ID	First Name	Last Name †	Gender	Birth Date	Job Classification Code	Overall Rating Teacher	Quality Standard Teacher T	Quality Standard Teacher 2	
		2580	57474621	Cathrin	Armstrong	01 - Female	06/10/1977	206 - Teacher, Title I	11	12	00	1
0	Probably the Evaluation rating is required, since all rating's 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	Cinthia	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.