

TLC Operations Guide: Eligibility Criteria to Apply for TLC Roles

DESIGNED FOR: Principals, Teacher Leaders, Teachers, Prospective Candidates

When and why use this resource?

This document outlines the eligibility requirements for a **potential candidate** to apply for a particular teacher leader role. Any questions, comments, or concerns can be emailed to teacherleader@dpsk12.org. Thank you!



- **Internal Candidates:** check your eligibility with [this resource](#).
- **Principals:** check candidate's eligibility in Infor HR with [this resource](#).


IMPORTANT NOTE ABOUT ELIGIBILITY:

Principals are responsible for confirming candidate eligibility as part of the TLC selection process.

If a candidate's Teacher Leader Eligibility status in Infor HR is **Insufficient Data** or **Not Applicable** this means that DPS doesn't have enough information about teacher effectiveness to confirm eligibility.



- **Principals:** you must request teacher effectiveness data from these candidates and review that data as part of the selection process.
- **Candidates:** you are encouraged to provide teacher effectiveness data to the hiring manager to strengthen your candidacy.

| Criteria for Current DPS Employees (Internal Candidate) | | | |
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| | Taught in the 2017-18 year | Not currently teaching Taught in DPS 2013-14 or later | Has not taught since 2013-14 AND Serves in an instructional support or leadership role (Peer Observer, AA, AP, Facilitator, etc) |
| Senior Team Lead & Team Lead *  | Required: Must be eligible to apply to teacher roles at DPS. Two years of effective summative evaluation data that is comparable to DPS; the spring prior to applying and the spring prior to entering the role, or most recent. | Required: Must be eligible to apply to teacher roles at DPS. Two years of effective summative evaluation data that is comparable to DPS; the spring prior to applying and the spring prior to entering the role, or most recent. | Required: Evidence of effective summative evaluation from the classroom that initially enabled them to be eligible for their current instructional support or leadership role ; final evaluation from the year prior to applying to showcase effectiveness in current non-teaching role |
| Team Specialist & Regional Team Specialist**  | Required: Must be eligible to apply to teacher roles at DPS. Recommended: One year of effective summative evaluation data that is comparable to DPS; the spring prior to entering the role or last time in the classroom. | Required: Must be eligible to apply to teacher roles at DPS. Recommended: One year of effective summative evaluation data that is comparable to DPS; the spring prior to entering the role or last time in the classroom. | Required: Must be eligible to apply to teacher roles at DPS. Recommended: One year of effective summative evaluation data that is comparable to DPS; the spring prior to entering the role or last time in the classroom. |

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| <p>New Teacher Ambassador**</p>  | <p>Required: Must be eligible to apply to teacher roles at DPS.</p> <p>Recommended: One year of experience at the school in which they will serve.</p> | <p>Required: Must be eligible to apply to teacher roles at DPS.</p> <p>Recommended: One year of experience at the school in which they will serve.</p> | <p>Required: Must be eligible to apply to teacher roles at DPS.</p> <p>Recommended: One year of experience at the school in which they will serve.</p> |
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* Note that Senior / Team Leads must attend all required training, and hold a hybrid teacher / teacher leader position, which is evaluated through LEAP and is connected to students in IC, in order to serve in role. Senior / Team Leads must also have a summative 2018-19 educator evaluation of effective or higher and become LEAP Certified before serving in role.

** Note that all New Teacher Ambassadors and Regional / Team Specialists must attend all required training, and hold a classroom or intervention teacher position, which is evaluated through LEAP and is connected to students in IC, in order to serve in role.

| <p align="center">Criteria for Out of District Applicants (External Candidate)</p> <p align="center">*** <u>Principals must confirm eligibility as part of the school-based selection process.</u>***</p> | | |
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| | <p>Out of district candidate Currently teaching in the classroom</p> | <p>Out of district candidate Not currently teaching, but previous classroom experience</p> |
| <p>Senior Team Lead & Team Lead</p>  | <p>Required: Two years of effective summative evaluation data that is comparable to DPS; the spring prior to applying (17-18 data) and the spring prior to entering the role, or most recent obtained.</p> | <p>Required: Two years of effective summative evaluation data that is comparable to DPS.</p> |
| <p>Team Specialist & Regional Team Specialist</p>  | <p>Required: Must be eligible to apply to teacher roles at DPS.</p> <p>Recommended: One year of effective summative evaluation data that is comparable to DPS; the spring prior to entering the role or last time in the classroom.</p> | <p>Required: Must be eligible to apply to teacher roles at DPS.</p> <p>Recommended: One year of effective summative evaluation data that is comparable to DPS; the spring prior to entering the role or last time in the classroom.</p> |