# TEI Primary Appraisers New to the Role or Not Certified in 2025-2026

**Component 1: TEI System Knowledge**
Through a multiple-choice assessment, evaluators will demonstrate proficiency in understanding the TEI system and relevant processes.

**Component 2: Evaluator Accuracy**
Through observing and scoring a video of classroom instruction, evaluators will demonstrate accuracy on all indicators in Domains 2 and 3 of the Teacher Performance Rubric.

**Component 3: Field Experience**
**In conjunction with their Executive Director/Campus Principal, appraisers** will complete the field experience requirement before conducting spot observations or using evidence to inform a teacher's evaluation. Field Experience Includes:

- 3 Joint Spot Observations
- Joint Feedback Conference

Executive Director/Campus Principal will submit the form below with the appraiser's name and school confirming the field experience component has been satisfied:

**TEI Field Experience Verification Form**

## 2026-2027 Timeline and Details for Primary Appraisers

Please see TEI certification requirements and timeline for completion below.

| Role | Annual Certification Required? | Timeline for Completion | Justification | Training Location for certified TEI Appraisers | *New to the Role or Not* 2025-26 TEI Certified |
|---|---|---|---|---|---|
| Campus Administrators (Principal/AP) | Yes | August 7, 2026, or 30 days after hire | Serve as primary appraiser and must complete annual certification as required in TEI policy and guidelines. | Available: *July 24, 2026 – 5:00PM*<br><br>The self-paced TEI Recertification modules are automatically assigned to all 2025-26 TEI certified appraisers in *Cornerstone* under *My Assigned Training*. | New appraisers or appraisers that ***do not*** hold a 2025-26 TEI Certification have to register for a 2-day in-person session in Cornerstone by clicking on the link below:<br><br>2026-2027 TEI 2 Day Initial Certification |
| School Leadership Vertical Team EDs | Yes | October 31, 2026 | Serve as principal supervisor and may serve as a second appraiser as outlined in TEI policy and guidelines. | | |
| Central Staff Instructional Support* | *Optional* | N/A | Provide instructional support to teachers and may benefit from in-depth knowledge of TPR. **Do not serve as primary appraisers.** | | |