



Frequently Asked Questions



Designation Eligibility

Q: What are the qualifications for a designation?

A: The candidate must be employed as a teacher by the designating district in an eligible teaching assignment and on an eligible campus and have a winter roster. The teacher must be in a teaching role 50% or more of the day for 180+ days OR 100% of the day for 90+ days.¹

Q: If a teacher's performance meets the designation criteria, but they leave the district, can they still be put forth for a designation the following year?

A: No. The teacher must continue to remain employed with the district in a teaching role for the school year and meet the creditable year of service requirement to earn a designation. Districts may not submit teachers for designation if they no longer employ them.¹

Q: Does a teacher need to remain in an eligible assignment and campus to earn a designation?

A: TEA does NOT require teachers to remain in an eligible assignment or at an eligible campus to earn a designation. However, they must remain employed with the district in a teaching role for 50% or more of the time. Note: if the district does NOT pass data validation, then the following school year becomes a repeat data capture year. Teachers who have moved to an ineligible assignment will no longer be eligible. Districts may consider this risk when moving teachers to a non-eligible assignment before their designation is approved.¹

Q: Are uncertified teachers eligible for designation?

A: Yes. With the passage of HB1525, uncertified teachers are eligible for designation, provided they meet the district's designation criteria and other eligibility requirements.¹

Q: What if a designated teacher's performance level changes within the five-year period? Can their designation level change?

A: Teacher designations are valid for five years. Within the five-year period, teachers may be put forth for a higher designation if their performance qualifies them, but they cannot be submitted for a lower designation. Some district spending plans may include variability based on continued performance levels.²

Q: Will districts have to submit data every year?

A: Districts will submit data for teachers in eligible teaching assignments each year that they put forth new teachers for designation. Even though the validation process passed for 2021-22 and a group of teachers received a designation, the validation process repeats each year for each group of teachers put forth for a designation. The new group of teachers will receive a designation only if the validation process passes.²

Q: Is there a minimum number of students or minimum number of classes a teacher must have to qualify for designation?

A: Yes, the teacher must have a minimum of 12 students who have a growth measure to qualify.³

¹ Email from: TIA@tea.texas.gov

² <https://tiatexas.org/>

³ Bishop CISD

Allotment and Spending

Q: Will a teacher get the full amount earned for a designation?

A: Bishop CISD will allocate 80% of the TIA funds to the teacher who earned a TIA Designation.

10% will go to certified, support staff (CSS) on that campus. CSS include Special Education teachers, Dyslexia teachers, P.E. teachers, and other elective teachers who are not yet eligible for designation the data collection year. CSS can earn a portion of the campus 10% by meeting the criteria of the teacher observations and Other category (Teacher Leadership).

The additional 10% will be used at the district level to provide teacher supports to include professional development for teachers striving to attain a designation, instruments that measure student growth and other TIA-related expenses. Beginning data collection year 2023-24, there will be a \$3,500 maximum a CSS teacher can receive and the remaining amount will go back to those who have earned a designation.⁴

Q: Who is eligible for the campus 10% allotment?

A: Teachers who were not eligible for a designation **or who are not currently a designated teacher**, who were employed by the district the data collection year, and who met the criteria are eligible. The criteria are the T-TESS and Teacher Leadership components. To earn part of the campus 10% allotment, the CSS teacher must achieve a minimum designation level of recognized. See the CSS TIA calculator.⁴

Q: Are teachers in eligible teaching positions but who may not have the minimum number of required students (12) eligible for the campus 10% allotment?

A: Yes.³

Q: What amount is earned for each teacher designation level?

Designation amounts are calculated based the percentage of economically disadvantaged students on the campus and therefore varies from campus to campus. Bishop CISD averages follow:

A: A teacher who earns a Recognized level (4.0) will receive 80% of approximately \$7,000, depending on the campus.

A teacher who earns an exemplary level (4.2) will receive 80% of approximately \$14,000, depending on the campus.

A teacher who earns a master level (4.5) will receive 80% of approximately \$25,000, depending on the campus.³

Specific campus amounts can be found on the TIA Funding Map page. <https://tiatexas.org/teacher-incentive-allotment-funding-map/>

Q: If a teacher earns a designation, when will the teacher receive incentive allotment?

A: Each year the district designations pass data validation, the teacher will receive allocation in mid-June of the following year data is collected.⁴

Q: Is the designation money TRS eligible?

A: Yes and will likely have a significant impact on a teacher's five-year retirement average.³

Designation Criteria

Student Growth

Q: How is a teacher's student growth percentage calculated for STAAR?

A: For TIA purposes divide the number of students on your winter roster who met the required growth measure by the total students who had a growth measure. Next, multiply by 100 to get the percentage.²

Q: How is a teacher's student growth percentage calculated for Renaissance and NWEA?

A: For TIA purposes divide the number of students on your winter roster who received growth by the total students who took a test in fall and again in the spring or took a test in the winter and again in the spring. Next, multiply by 100 to get the percentage.²

Q: Will the STAAR released tests administered at the beginning of the year (BOY) be used in calculating the growth percentage?

A: Yes, but only for those subjects included in the application. For 2023-24, 6th and 7th science and 8th grade social studies have been added to the application. Sixth and 7th science will use NWEA MAP science and 8th social studies will use a STAAR released test as a pretest and the STAAR test results as the post test to determine growth.⁴ In past years, TIA did not allow using a STAAR released test as a pretest and the STAAR test results as the post test to determine growth.⁴

Q: If a teacher is teaching multiple TIA eligible subjects/courses, how is their % growth calculated?

A: An average % growth will be calculated by dividing the number of students taking the TIA eligible subjects/courses who met growth by the total number of students who were on your winter roster for those TIA eligible subjects/courses.⁴

T-Tess

Q: What is the minimum score required by TIA for all observable dimensions?

A: A teacher must have a minimum score of "proficient" or equivalent for all observable dimensions.¹

Q: Which dimensions are the observable dimensions?

A: The 5 dimensions under Domain 2 (Instruction) and the 3 dimensions under Domain 3 (Learning Environment).²

Teacher Leadership

Q: Who is required to submit a Teacher Leadership binder each year?

A: Every teacher and certified support staff (CSS) are required to submit a TL binder.³

Q: When is the window for collecting data for Parent Communication, School Community Engagement and Extra Professional Development?

A: For teachers, the collection of this data is from July 1st through June 30th. For CSS, the collection of this data is from June 1st through May 31st.³

Q: Where does a teacher turn in all the documentation required for the Teacher Leadership portion of TIA?

A: A scan of your log for parent communication, your log for school community engagement and your log for extra professional development must be submitted to Denise Rogers quarterly. The deadlines for submitting the logs for teachers who are pursuing a designation or pursuing a CSS designation are:

- end of first quarter, October 20, 2023
- end of second quarter, December 20, 2023
- end of third quarter, March 8, 2024

Teachers pursuing a designation must submit their fourth quarter logs along with documentation no later than the last contract day, June 4, 2024.

CSS must submit fourth quarter logs and documentation no later than May 31, 2024.³

Logs and/or documentation submitted after the deadlines will not be accepted.

Parent Communication (two-way)

Q: Can I use my own form for submitting Parent Communication?

A: No, you must use the form that the district provides.³

Q: Do I need to submit proof of Parent Communication?

A: Yes. Printouts for email and group messaging communications are required. Beginning 2023-24 school year, screenshots for phone or text communications and a parent signature for in-person conferences are also required.³

Q: What communication with a parent counts towards TIA?

A: Only two-way conversations will count toward TIA. A detailed log including evidence must be maintained. The intention of two-way parent communication is to communicate with as many parents as possible in a variety of ways (in-person, phone, text, email, group messaging.)³

Q: May I use only one mode of two-way communication?

A: No, a variety of modes of two-way communication is expected.

Q: If I send a group message to the parents of my students and a parent responds, does this count as a two-way communication?

A: Yes, a Remind to the parents of your students counts, but only if the parent responds and it does not exceed the limit number that counts.³

Q: If I send a group message, do all responses count?

A: No. Only 20% of the responses count.

Q: Is there a limit to the number of conversations for one student that will count?

A: Yes. No more than 20% of your total conversations should be for one student.

School Community Engagement

Q: Can I use my own form for submitting School Community Engagement?

A: No, you must use the form that the district provides.³

Q: How long must I attend an event for it to count towards TIA?

A: You must attend no less than 50% of the event.³

Q: If I attend more than one event back to back, will each event count as a separate event towards TIA?

A: Yes, it will count if the events are back to back. Games going on simultaneously will not count as two.³

Q: If I attend a game in another community for one of my students, does this event towards TIA?

A: Yes, it will count.³

Q: If a teacher works at a game and gets paid, does this count as a teacher's school community event?

A: Yes.³

Q: How many points does a teacher earn for attending 23 events for school community engagement?

A: The teacher earns 4 points. See the updated table below for clarification.³

		Teacher Leadership				
		Points				
		5	4	3	2	1
Parent Communication (two-way)		50 conversations	40 conversations	30 conversations	20 conversations	10 conversations
School Community Engagement		25 events	20 events	15 events	10 events	5 events
Extra Professional Development		24 hours	18 hours	12 hours	9 hours	6 hours
Teacher Attendance		0-2 absences	3 absences	4 absences	5 absences	6 absences

Q: If a teacher gives blood, does this event count as a school community event?

A: Yes.³

Q: If a teacher teaches summer school does this count as a school community event?

A: Yes.³

Q: Does after-school tutoring done after 4 pm count as a school community event?

A: Yes. **Sixty minutes of tutoring is equivalent to one event.**³

Q: If a teacher teaches Saturday school, does this event count as a school community event?

A: Yes.³

Q: If a teacher attends a community event that is not school related, does this event count as a school community event?

A: Community events such as Wild Horse Desert Round-Up count. When in doubt, please consult with your campus administrator prior to attending event.³

Q: If a teacher coaches Little League in another community, does this event count as a school community event?

A: No.³

Q: Can a teacher count the events he/she attends that his/her child participates in toward school community event?

A: A teacher can count 25% of those events he/she attends. 100% of those events must be documented.³

Q: Does driving a bus count for extra-curricular events count for school community engagement?

A: Yes.³

Q: If a teacher is a sponsor of any event, does this count as school community engagement?

A: If the sponsor receives a stipend, then no. If the sponsor is a volunteer, then yes.³

Extra Professional Development

Q: Can I use my own form for submitting Professional Development?

A: No, you must use the form that the district provides.³

Q: Do I need to include documentation for hours that count toward TIA Professional Development?

A: Yes, documentation such as certificates, transcripts, or licenses is required. If none of these are offered, then a screenshot at the start of the session and a screenshot at the end of the session that shows date and time is acceptable.³

Q: Do Professional Development hours that a district requires count towards TIA PD hours?

A: No. Only Professional Development hours that a teacher initiates counts towards TIA.³

Q: Do any of the Professional Development hours that a teacher attends during the school day, regardless if the district pays for a substitute and the workshop fee, count towards TIA PD hours?

A: Yes. If the workshop is initiated by the teacher and the hours were not during the any of the school PD days on the district school calendar for the school year, the Professional Development hours earned will count towards TIA PD hours.³

Q: If I delivered a presentation during one of the PD days on the district school calendar, does that count for Professional Development hours?

A: Yes. The total hours that count is equal to the length of the presentation plus 1-hour preparation time.³

Q: When is the deadline to complete Professional Development hours for TIA designation?

A: A teacher can begin earning PD hours on July 1st through June 30th.³

Q: When is the deadline for CSS teachers to complete Professional Development hours for TIA?

A: A CSS teacher can begin earning PD hours on June 1st through May 31st.³

Q: Does a teacher need to submit a certificate of attendance/completion for each professional development session attended?

A: Yes. A teacher must obtain a certificate of attendance/completion for each professional development session attended that displays the date, time, and number of hours earned. For any website that does not have a timestamp, for example EdWeb, the training must be done on a day that is not a teacher contract day.³

Q: What if the PD a teacher attends does not issue a certificate of attendance/completion?

A: These hours require documentation by an appropriate staff member who will issue a certificate.³

Q: Does the PD a teacher attends need to be on the teacher's subject area?

A: No, but the PD you attend should grow you as a teacher. For example, classes taken at a university to earn a master's degree or taken to earn additional teacher certification so long as these classes are not required by the district but are initiated by the teacher count towards TIA PD hours.³

Q: Is there a limit on hours from a single source that a teacher can earn towards TIA PD?

A: If the single source has a variety of trainings such as ESC or conferences, there is no limit. If the single source does not have a variety of trainings such as Safe Schools or Lowman, there is a limit. The limit is 25% of your total hours but no more than 6 hours. All trainings must be documented.³

Q: Is training from Safe Schools still an allowable TIA PD?

A: No, Safe Schools training will no longer be allowed as TIA PD as of November 1, 2023.

Q: If I mentor a student teacher, does this count towards TIA?

A: No, this mentoring is done during the school day.³

Q: Does CDL training count towards TIA PD hours?

A: Yes.³

Q: How many TIA PD hours is equivalent to a college credit hour?

A: Each completed college credit hour is equivalent to 15 PD hours according to SBEC. One 3-hour college course yields a person 45 PD hours.³

Teacher Attendance

Q: If a teacher has 2½ absences, does this count as 2 absences or 3 absences?

A: It counts as 3 absences.³

Q: If a teacher was absent due to school business, do these days count toward a teacher's TIA absences?

A: No.³

Q: If a teacher was absent because of COVID, do these days count toward a teacher's TIA absences?

A: Yes.³

Q: Do absences from school PD days count toward TIA absences?

A: Yes. A teacher's contract requires the teacher to be in attendance 187 days a school year.³