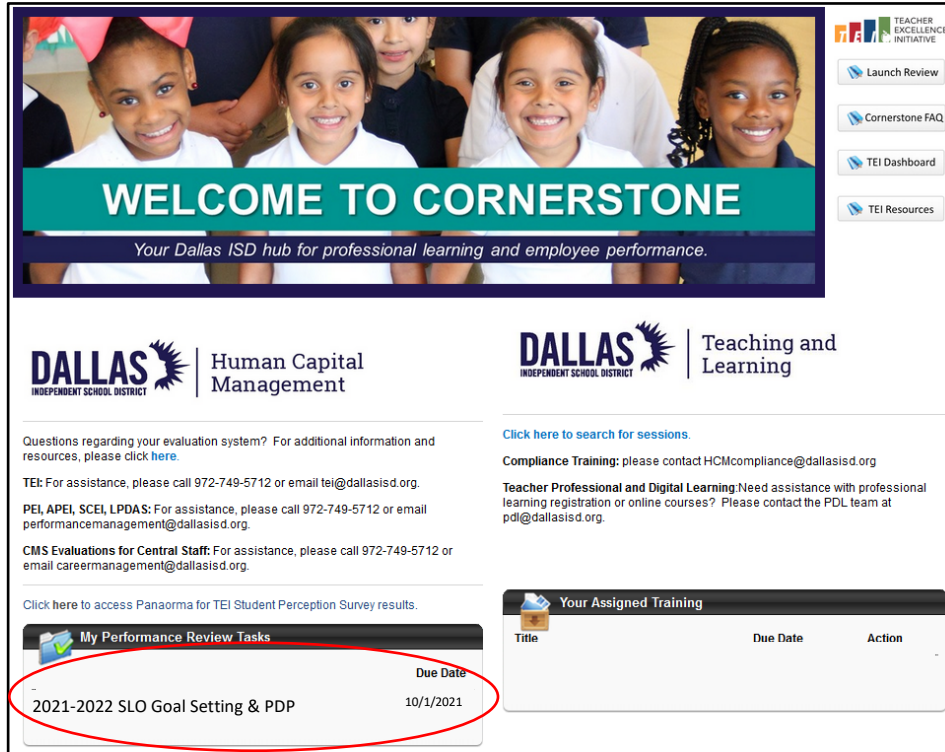


Note: TEI Eligible-teachers should submit an SLO before October 1st, 2021, or within 30 days of hire date into the instructional position.

1. Log in to **Cornerstone** using your EAD username and password: <https://dallasisd.csod.com>
 - Preferred internet browsers: Mozilla Firefox and/or Internet Explorer
2. On the welcome page in the **My Performance Review Tasks** section, click on **2021-2022 SLO Goal Setting & PDP**.



WELCOME TO CORNERSTONE
Your Dallas ISD hub for professional learning and employee performance.

DALLAS INDEPENDENT SCHOOL DISTRICT | Human Capital Management

DALLAS INDEPENDENT SCHOOL DISTRICT | Teaching and Learning

Questions regarding your evaluation system? For additional information and resources, please click [here](#).

TEI: For assistance, please call 972-749-5712 or email tei@dallasisd.org.

PEI, APEI, SCEI, LPDAS: For assistance, please call 972-749-5712 or email performancemanagement@dallasisd.org.

CMS Evaluations for Central Staff: For assistance, please call 972-749-5712 or email careermanagement@dallasisd.org.

[Click here to access Panaorm for TEI Student Perception Survey results.](#)

My Performance Review Tasks

	Due Date
2021-2022 SLO Goal Setting & PDP	10/1/2021

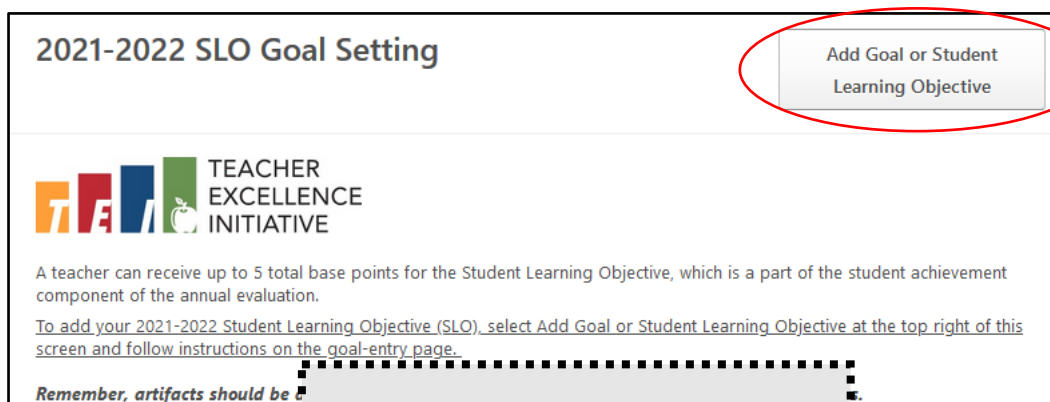
Your Assigned Training

Title	Due Date	Action

3. The SLO task will load in a new screen. Scroll down and select **Get Started**.

Get Started

4. Click **Add Goal or Student Learning Objective**.



2021-2022 SLO Goal Setting

TEI TEACHER EXCELLENCE INITIATIVE

A teacher can receive up to 5 total base points for the Student Learning Objective, which is a part of the student achievement component of the annual evaluation.

To add your 2021-2022 Student Learning Objective (SLO), select Add Goal or Student Learning Objective at the top right of this screen and follow instructions on the goal-entry page.

Remember, artifacts should be

Note for Users:

Only **ONE** Student Learning Objective (SLO) should be submitted for 2021-2022. If any additional goals appear here, please contact TEI at 972.749.5712 or tei@dallasisd.org.

5. The SLO entry screen will load. Complete required fields and select **SAVE**. For specific details about the description section, please see this [SLO document](#) from the SLO section of the TEI Resources page.

Create Goal or Student Learning Objective

Teachers: Please see steps below:
Step 1: Enter your Student Learning Objective/SLO below. Do not change the start and end dates.
Step 2: Click SAVE to return to the previous screen.

All fields marked "*" are required

Goal / SLO *

Description

Start Date * Due Date *

Perspective *

Save

Callouts:

- Enter the full text of the SLO in the Goal field.
- Review this [SLO document](#) for questions to address in this section.
- Date range should read: **8/30/2021 – 6/6/2022**. If the date range is correct, **DO NOT CHANGE**.
- Select **Individual Goals** from the drop down menu

6. The SLO will now appear on the previous screen. Scroll down and select Save and Exit to save a draft of the SLO without submitting or select **Save and Continue** to proceed.

7. Click on the **Options** button at the top and select **Attachments**.

2021-2022 SLO Goal Setting & PDP Conference Acknowledgement

Teacher Name
TEACHER
8/30/2021 – 6/6/2022

Options

- Attachments
- View Check-Ins
- Complete Offline
- Upload Review
- Print Review

2021-2022 SLO Goal Setting

Attachments

Upload up to 3 attachments

- 2021-22_Student-Score-Sheet- Goal Setting.xlsx 57.66 KB
- SLO Goal Setting – Pre-Test Sample.pdf 69.25 KB
- SLO Goal Setting – Attachment.PNG 69.25 KB

Choose File

Cancel Save

Note for Users:
You can only attach up to **THREE** artifacts. After you attach your artifacts click on the **SAVE** button.

8. Select **Save and Continue** to proceed to the next page. **Answer** the (5) questions in this section using the text boxes.

The image shows two identical text input fields. The top field is titled "Which students will be covered by the goal?" and the bottom field is titled "What time period will your SLO span?". Both fields have a "Comments:" label and a rich text editor toolbar with options for bold, italic, underline, strikethrough, link, unlink, bulleted list, numbered list, indent, and font/size/color settings.

9. On this page you will find the overview for the Professional Development Plan (PDP) section. **Select** two areas of focus from the Teacher Performance Rubric and outline professional learning opportunities that will support this focus area.

The image shows a dropdown menu with the following options: "Select", "Domain 1", "Domain 2", "Domain 3", and "Domain 4". To the right of the dropdown is a note for users. The note contains a yellow warning triangle icon and the text: "Note for Users: One PD goal must align to an indicator in **Domain 2** of the [Teacher Performance Rubric](#). The other PD goal can be aligned to any indicator within any domain."

10. Select **Save and Continue** to proceed to the final page. Complete the SLO Goal Setting & PDP Conference Acknowledgement by signing/typing your name and clicking the **Sign** button.
11. Click **SUBMIT**. The SLO Goal Setting will be forwarded to your appraiser for scoring and the appraiser will be notified via email to schedule the goal setting conference. **Reminder:** The PDP is NOT scored.

ADDITIONAL NOTES

- Access completed tasks in Cornerstone by selecting **Performance > Performance Reviews > My Personal Reviews** on the Cornerstone welcome page.
- See additional Quick Reference Guides for completing Spot, Extended, and Summative review tasks online in Cornerstone by visiting the resources section of the TEI website at <https://tei.dallasisd.org>. Contact the TEI/Performance Management team at 972.749.5712 or tei@dallasisd.org for additional assistance.