

Teaching and Learning Conditions in Colorado Survey (TLCC)

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What is the purpose of the TLCC Survey?

The 2024 Teaching and Learning Conditions in Colorado (TLCC) Survey is a statewide opportunity for all school-based educators to provide input on teaching conditions such as:

- Time during the day for collaborative instructional planning
- School and teacher leadership
- Facilities, resources, and student conduct
- Professional development
- And other supports needed for educators to do their jobs well

The main intent is to provide additional data for school and district improvements. Results are also expected to inform state-level policy and research for program improvement.

How can I take the survey?

- Access the survey online on any mobile or desktop device from January 24 - February 23, 2024 at surveys.panoramaed.com/colorado at any internet location, using an individual, anonymous access code provided by your school's survey coordinator.
- Anyone can view the response rate of a school during the survey window to make sure every school reaches the minimum response rate needed for data. Results will be publicly available for schools and districts reaching the 50% minimum response rate and minimum of five educators

Are the questions the same as in past surveys?

The 2024 TLCC survey will be comparable to the 2020 and 2022 TLCC survey with some slight modifications to add additional detail or to address variability found in the previous administration. In 2018 the TLCC transitioned from the Teaching, Empowering, Leading and Learning (TELL) survey including a new vendor (Cambridge Education) and distribution process. The survey length was significantly shortened, and questions were updated to reflect current issues. [Analysis](#) has shown that the TELL and TLCC surveys are comparable at the construct level. For 2024, we partnered with the University of Colorado, Denver to further refine questions and will be administering the survey in partnership with Panorama Education.

How will teachers and administrators receive their anonymous access codes?

The association representative (AR) or the principal in each school will receive a packet of survey access codes email the week before the survey begins. There will be a **Letter of Instruction** included.

- The representative is asked to work with other school leaders to:
 - Set up a faculty meeting or join in an existing staff meeting
 - Share key talking points about the TLCC Survey
 - Disseminate the letters with the survey access codes randomly
 - Meet personally with anyone not in attendance to explain the process

Who can participate in the survey?

Staff that meet the following criteria:

- Currently working in one of the district's schools

- All full or part time licensed teachers including: instructional coaches, mentor teachers, department heads, vocational teachers, literacy Specialists, endorsed School Librarians, itinerant teachers, long-term substitutes (not short-term or day-to-day subs), and other specialists (e.g., special education teachers, social workers, school nurses, PTs)
- All teachers with emergency authorizations including TTEs and SEE
- All charter school teachers (regardless of licensing)
- All educators teaching in state operated programs and eligible facilities
- All school principals and assistant principals
- Other building level administrators (such as deans)
- All education support professionals, meaning a paraprofessional who may not be licensed, but provides direct instruction, supports licensed staff in an educational capacity, or supports instruction and the learning environment

All Included Job Class Codes:

CLASS CODE	JOB TITLE
102	Assistant/Deputy/Associate Superintendent, Senior Executive, Executive Director
103	Non-Instructional Manager, Director, Supervisor
104	Instructional Manager, Director, Assistant Director of Special Education, Supervisor
105	Principal
106	Assistant/Deputy/Associate Principal
107	Instructional Program Coord./Supervisor
108	Non-Instructional Program Coordinator/Supervisor
120	Board of Cooperative Educational Services Director (BOCES)
201	Teacher, Regular
202	Teacher, Special Education
204	Teacher, Permanent Substitute
206	Teacher, Title I
210	Activities Advisor/Coach
211	Counselor
212	Curriculum Specialist Consultant
213	Dean
214	Educational Diagnostician
215	Instructional Program Consultant
216	Librarian/Media Consultant
218	Teacher Mentor
219	Instructional Intern
220	Behavioral Specialist
221	Autism Specialist
222	Reading Interventionists
223	Math Interventionist
231	Audiologist
232	Licensed Practical Nurse (LPN)
233	Registered Nurse
234	Occupational Therapist
235	Physical Therapist
236	Psychologist

237	Social Worker
238	Speech-Language Pathologist
242	School Orientation and Mobility Specialist
301	Health Specialists
308	Psychiatrist
309	Psychometrist
310	Rehabilitation Counselor
312	Audiometric Technician

Education Support Professionals

CLASS CODE	JOB TITLE
401	Bilingual Assistant
402	Career Assistant/Job Coach
403	Child Care Provider/Group Leader
405	Community Liaison
406	Counselor Assistant
408	Financial Aid Specialist
409	Health Care Technician
410	Educational Interpreter
411	Library/Media Assistant
414	Student Monitor
415	Teaching Assistant, Regular Education
416	Teaching Assistant, Special Education
417	Teaching/Classroom Technician
418	Tutor
419	Teaching Assistant, Title I
420	Braillist
421	Occupational Therapist Assistant
422	Physical Therapist Assistant
424	Health Screener

What if I work at multiple schools?

Staff are recommended to take the survey at all buildings where they believe they have enough experience to comment on building conditions.

Do administrators and teachers receive separate codes?

No. They will use the same website (www.TLCCsurvey.org) to access the survey using one of the anonymous access codes on the letter. At the very beginning of the survey the participant will be asked to select their school position.

When the principal indicates "School Leader" on the survey, they will then receive many of the same questions as teachers, but will receive an additional bank of questions that has been specifically designed for administrators.

Are central office licensed personnel included?

No. Only school-based educators.

How long does it take to complete the survey?

The TLCC will take approximately 15 minutes to complete. Be sure to click "submit" when you are finished. The survey must be completed in one sitting. You will not be able to save your progress and return to your survey.

I'm a teacher/staff member, and misplaced or never received my anonymous access code letter?

- Please contact your survey coordinator to get a new access code, or contact the Panorama help desk at support+colorado@panoramaed.com

I'm a survey coordinator, and I need more access code letters.

- Please reach out to support+colorado@panoramaed.com and let the help desk team know your school name and how many codes you'll need. CDE staff may review requests and reach out to district administrators to confirm changes.

What are access codes and are they really random?

- Codes are randomized to provide confidentiality for the educators
- Each code is associated a school building
- They are not linked to any individual
- It is impossible to trace to an individual before, during, or after the survey is completed
- It does not matter which educator uses a particular code within a school building
- Each code can only be used once

How will I know my responses were submitted successfully?

At the end of the survey, you will select "Submit." You will then get a confirmation screen that indicates your survey is completed. If you try to access your survey again using your same code, you'll see a screen that says your survey has already been completed. Note that you must complete the survey in one setting.

How do we know when a school reaches the minimum 50% response rate for school-level data?

From the www.tlccsurvey.org home page, you can reach the Panorama website and view a response rate tracker in real time during the survey window (Jan 24 – Feb 23).

Can you ensure survey responses are anonymous?

- When the school reports are released (for all schools that reach at least a 50% response rate and have a minimum of five respondents) there is nothing that identifies any type of teacher or any one administrator in a school or district.
- The survey is about the school environment, not about any one person or individual. Some questions will ask about your own experience or about the overall staff or about building leadership, but you will not be asked to evaluate an individual educator or administrator.
- There are no questions on the survey that specifically ask about subject areas or grade levels to link it back to your responses.
- There is no way to link any individual response back to a teacher or principal..
- Demographic information is combined with other respondents from across your school to mask responses and is only reported when a minimum of five responses are received in a group.

How were results used from the previous seven TLCC and TELL surveys in Colorado?

- State Policy: Commissions and Councils are using the data to inform their recommendations around climate, retention, school improvement, and facilities.
- School/District Practices: Many schools/districts are using the data to strengthen root cause analysis in their UIP, as well as review best practice, recruitment, attrition, and self-advocacy.
- Individual Practices: Some principals are using the processes (e.g., encouraging participation, using results) as artifacts in their evaluations.

Where can I find the 2022, 2020, 2018, 2015, 2013, 2011 and 2009 results of the surveys?

All of the data, findings and reports are located at www.TLCCsurvey.org or by contacting uiphelp@cde.state.co.us

Can this survey be used to meet expectations of the teacher and principal evaluation system (SB 10-191)?

- Rather than evaluating individuals, this survey is designed to collect data at the school level.
- The survey is aimed at capturing perceptions on the working conditions at the school level.
- It is not focused on any individual, even at the leadership level.
- It may be used as evidence in the evaluation of a principal or assistant principal to demonstrate that (1) a concerted effort was made to get full staff participation in the survey and (2) efforts were made to use the survey results in school improvement planning (i.e., Unified Improvement Plan).
- For additional information, it may be helpful to examine the “Data Do’s and Don’ts” document which will be posted on the Resources page of this website.

When will the results be ready? How can they be viewed?

- All data will be available on the Panorama website and www.tlccsurvey.org approximately six weeks after the close of the survey window.
- Results show answers to every question by school and district that meet the minimum participation threshold.

- There will be resources and guidance documents posted on the www.tlccsurvey.org page for districts and schools on how to use the data for school improvement planning.
- State results will be analyzed and reported in fall 2024.

Who is administering this survey?

Panorama Education is managing the TLCC survey in partnership with the CDE. Panorama Education's mission is to improve student outcomes by helping schools and districts act on data. Panorama partners with more than 10 state agencies and over 45 of the largest districts in the country to reach more than 15 million students.