Start Here – SEES Data Validation Tool – Two Pager

What is the SEES Data Validation Tool?

The purpose of this workbook is to assist Local Education Agency (LEA) personnel with the timely submission of School Employee Evaluation Survey (SEES) data and the review of SEES data for each school. This workbook provides the following information:

1. **Submission status** for the previous school year and the most recently completed school year for each school.
2. **Current submission data and associated validation messages.**
3. **Data from the previous three school years for** review and download.

In accordance with RCW 28A.150.230(2)(a), LEAs must complete the annual School Employee Evaluation Survey (SEES) for the most recently completed school year by December 31 of each year. The School Employee Evaluation Survey application in the Education Data System (EDS) collects data regarding the evaluation of public-school employees from the most recently completed school year. After logging into EDS, navigate to "My Applications" and click on "School Employee Evaluation Survey".

How is the tool to be used?

LEAs are responsible for submitting the data in timely manner and reviewing SEES data displayed in the dashboard. If the data does not align with the LEA's records, corrections must be made in the School Employee Evaluation Survey application in the Education Data System (EDS), not in the Tableau workbook itself. OSPI will update the data daily with the most current information.

This workbook includes a global filter which allows each LEA to view their own SEES data. If Educational Service District (ESD) personnel need to view data for multiple LEAs, they need to contact each LEA's District Data Security Manager to request the EDS user role, "Tableau Server, Tableau SecureDataPortal–Educator Interactor". This role provides access to the workbook in the following folder: Tableau Server\SecureDataPortal\Educator. Please note that it can take 24 hours for a newly assigned permission to be applied to Tableau Server and for workbook access to become available.

What the SEES Data Validation Tool looks like

Introduction | Data Verification | Longitudinal data

Submission Status and Data Verification

District: [redacted] School ...

School Name	2024-2025 SY Status	2024-2025 SY Total Count	2024-2025 SY Count: Unsatisfa..	2024-2025 SY Percent: Un satisfacto..	2025-2026 SY Data Status	2025-2026 SY Data Total Count	2025-2026 SY Data Count: Unsatisfa..	2025-2026 SY Data Percent: Un satisfacto..	Data Verification
[redacted] Middle School	Submitted	26	0	0.0%	Submitte..	26	0	0.0%	
[redacted] High School	Submitted	89	0	0.0%	Submitte..	86	0	0.0%	
[redacted] Virtual Aca..	Submitted	15	0	0.0%	Submitte..	21	0	0.0%	
[redacted] Academy	Submitted	16	0	0.0%	Submitte..	20	0	0.0%	
[redacted]	Submitted	36	0	0.0%	Submitte..	36	0	0.0%	

Who is it for?

The SEES Data Validation Tool is intended for LEA administrators who submit School Employee Evaluation Survey (SEES) data; coordinate use of state and federal grants; make personnel decisions; support educators; and plan for school and district improvement efforts.

What is its timeline?

The Teacher/Principal Evaluation Program (TPEP) office opens the survey annually in EDS in early June (Data Collection: School Employee Evaluation) and provides technical assistance related to evaluation guidance, policy and resources, framework training, and frameworks rubrics. Data for the most recently completed school year is typically made available around June and is updated daily. The availability and accuracy of the data depend on the timely submission of the data by LEAs to OSPI. Notifications regarding the validation tool are sent to subscribers of the Educator Equity Data Collection topic through OSPI's Granicus (formerly Gov Delivery) communication system.

How can you get help with this?

To access the validation tool, ask your district data security manager to assign you the Tableau SecureDataPortal-Educator Interactor user role (see page 11 of the EDS User Role Matrix). Once the role has been assigned, please allow up to 24 hours for access to be activated. Districts' staff can access and review their district's data through the Tableau Server in the Education Data System (EDS).

For Tableau access issues, contact your district data security manager.

For information regarding the evaluation guidance, policy and resources, framework training, and frameworks rubrics, please contact the Teacher/Principal Evaluation Program (TPEP) office at TPEP@k12.wa.us.

For assistance with the validation tool, the Effective Teachers measures reported on the State Report Card or other OSPI educator data collections and resources, visit the Educator Data Sharing web page, email the Educator Data, Research and Development team at EducatorData@k12.wa.us, or join our bi-weekly Office Hours (SY26-27 Schedule).