

2024-2025 TEI Evaluation Calendar



	DATE(S)	TEI COMPONENT	NOTES
AUGUST-DECEMBER	August 26 <i>Late hire/transfer: complete within 30 instructional days</i>	SLO Goal Setting and PDP available in Cornerstone	The revised TEI SLO Goal Setting is available for teachers to create in Cornerstone. Required by all teachers hired prior to April 1 st , 2025.
	September 5	TEI training for teachers and administrators; administrators present campus action plan to teachers	Teachers receive TEI training on campus; the principal communicates school goals (from the School's Action Plan) to inform teacher's goal setting.
	September 16	2023-24 TEI Scorecards are available for teachers to review; formal scorecard rebuttal window opens.	Principals hold scorecard conferences with teachers. Per district policy, teachers receive 10 days to submit an optional TEI Scorecard rebuttal in Cornerstone .
	September 26	Round 1 DTR Application window opens	Round 1 teachers will have access to submit a DTR application. 2024-25 Round 1 DTR eligibility determined by 2023-24 TEI Scorecard.
	September 27	Formal scorecard rebuttal window closes at midnight	Per district policy, teachers receive 10 days to submit an optional TEI Scorecard rebuttal in Cornerstone.
	October 10 <i>Late hire/transfer: complete within 30 instructional days</i>	SLO Goal Setting due in Cornerstone and PDP conference with appraiser	SLO Goal Setting will remain available following this October 10 th deadline. Primary appraisers have a scoring deadline of October 17 th .
	November 7	Round 1 DTR Application window closes	DTR Application portal closes on Nov. 7 th at 12:00 PM for teachers with 2023-24 TEI data. Primary appraisers have an application review deadline of November 15 th .
	November 4 – November 15	Round 2 DTR Opt-In task launches in Cornerstone	Round 2 DTR Opt-In task, a digital acknowledgement in Cornerstone for DTR Round 2 eligible teachers that signifies their appraiser of their interest in applying for DTR
	November 18	SLO Mid-Year available in Cornerstone	The SLO Mid-Year is available for teachers to complete in Cornerstone.
	December 9	SLO Goal Accomplishment available in Cornerstone	The SLO Goal Accomplishment is available for teachers to complete in Cornerstone.
JANUARY-MAY	December 20	Extended Observation Deadline for specific teacher groups	No Level, Unsatisfactory, Progressing I and II teachers
	January 22 (deadline extended)	Early Summative performance evaluations deadline for specific teacher groups	Primary appraiser completes half of required spots, an extended observation and early summative evaluation for: DTR Round 2 eligible teachers, Teachers new to the district, and Novice teachers.
	January 23 – February 27	Round 2 DTR Application window available	DTR Application portal closes on Feb. 27 th at 12:00 PM. Primary appraisers have an application review deadline of March 7 th .
	March 20	SLO Mid-Year due in Cornerstone	SLO Mid-Year is due in Cornerstone. Primary appraisers have a review deadline of March 27 th .
	April 10	Extended Observation Deadline	Extended observations should be submitted by appraisers in Cornerstone .
	April 24	Summative Performance Evaluation Deadline	Administrators are encouraged to hold conferences prior to finalizing summative evaluations. All data must be entered and finalized in Cornerstone .
	April 28 – May 12	Summative Rebuttal / 2nd Appraiser Request Window	Administrators have the option to submit a response to the rebuttal and/or revise the summative score. Teachers can formally request a second appraiser in Cornerstone .
	May 15	SLO Goal Accomplishment due in Cornerstone	All teachers submit SLO in Cornerstone that is reviewed and approved by their appraiser. Primary appraisers have a review deadline of May 22 nd .