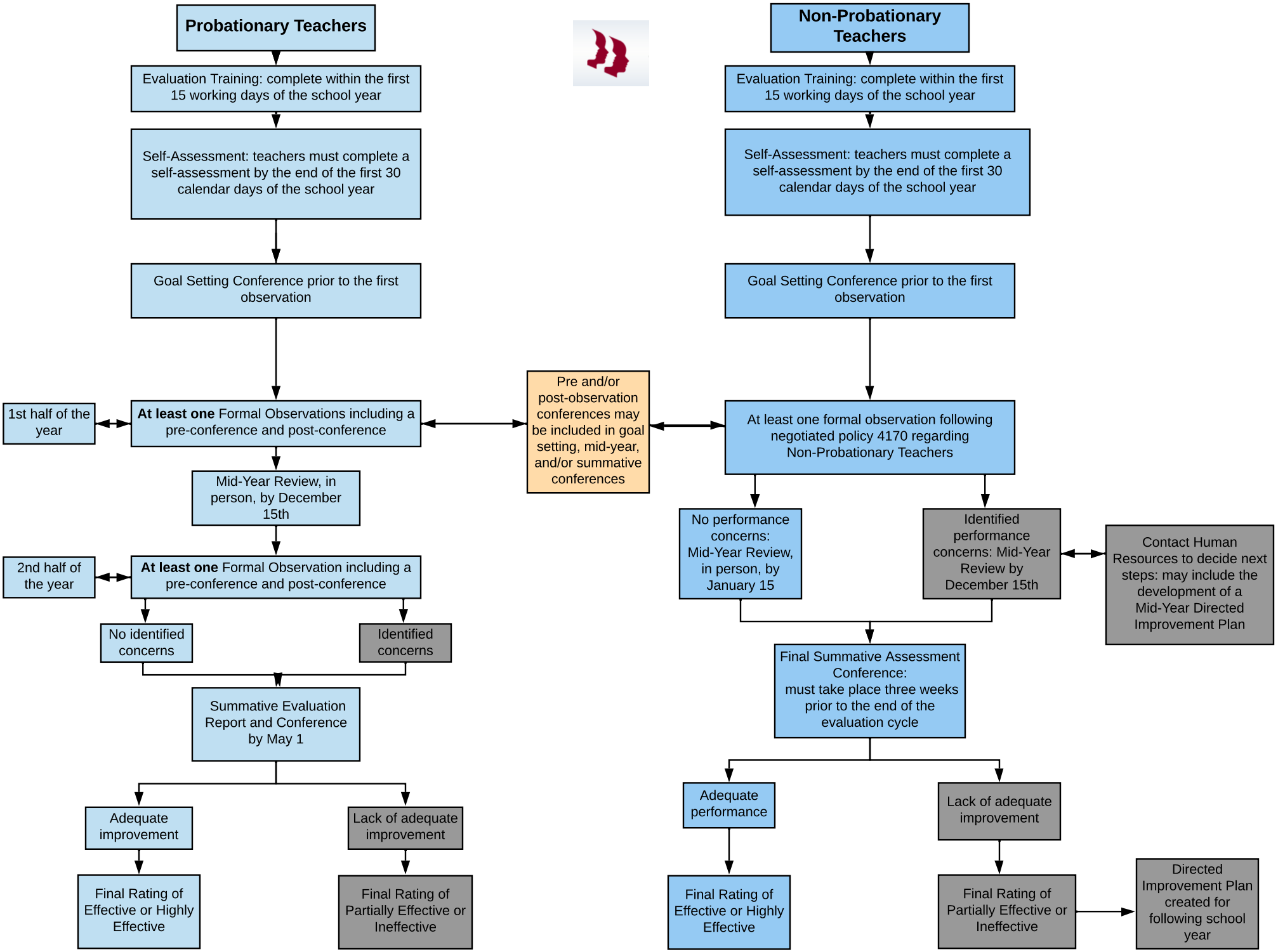
Probationary Teachers
Evaluation Training: complete within the first 15 working days of the school year
Self-Assessment: teachers must complete a self-assessment by the end of the first 30 calendar days of the school year
Goal Setting Conference prior to the first observation
1st half of the year
At least one Formal Observations including a pre-conference and post-conference
Mid-Year Review, in person, by December 15th
2nd half of the year
At least one Formal Observation including a pre-conference and post-conference
No identified concerns
Identified concerns
Summative Evaluation Report and Conference by May 1
Adequate improvement
Lack of adequate improvement
Final Rating of Effective or Highly Effective
Final Rating of Partially Effective or Ineffective
Pre and/or post-observation conferences may be included in goal setting, mid-year, and/or summative conferences
Non-Probationary Teachers
Evaluation Training: complete within the first 15 working days of the school year
Self-Assessment: teachers must complete a self-assessment by the end of the first 30 calendar days of the school year
Goal Setting Conference prior to the first observation
At least one formal observation following negotiated policy 4170 regarding Non-Probationary Teachers
No performance concerns: Mid-Year Review, in person, by January 15
Identified performance concerns: Mid-Year Review by December 15th
Contact Human Resources to decide next steps: may include the development of a Mid-Year Directed Improvement Plan
Final Summative Assessment Conference: must take place three weeks prior to the end of the evaluation cycle
Adequate performance
Lack of adequate improvement
Final Rating of Effective or Highly Effective
Final Rating of Partially Effective or Ineffective
Directed Improvement Plan created for following school year