

2015-2016 Timeline for Educator Evaluation Cycle

Developing Educator Plan (All Educators without PTS)

Self-Assessment/Proposed Goals **Due on September 30th**
(First year: Evaluator will meet with you to assist you by the due date.)

Educator Plan **Due on October 15th**
(First year: Evaluator will meet to help you establish by the due date.)
The evaluator must complete by **November 2nd** and educator must sign within 5 school days

Implementation/ Collection takes place from **October to**
April
of Evidence

Observations **by November 15 to May 15th**
(First year: At least 1 announced and 1 unannounced of no less than 30 minutes and 4 unannounced of no less than 10 minutes)
(Second and third year: At least 1 announced of no less than 30 minutes and 3 unannounced of no less than 10 minutes)

Formative Assessment submission of evidence must take place by **January 15th**
The evaluator must complete by **January 29th** and educator must sign within 5 school days

A Formative Assessment Meeting to be held by **February 12th**
may be requested by either evaluator or educator

Summative Evaluation submission of evidence must take place by **April 15th**
The evaluator must complete by **May 13th** and educator must sign within 5 school days

A Summative Evaluation Meeting to be held by **June 1st**
The evaluator **must meet** with an educator rated needs improvement or unsatisfactory

with the educator rated proficient or exemplary **by June 15th**
may be requested by either evaluator or educator

The educator has the right to respond in writing **by June 20th**

2015-2016 Timeline for Educator Evaluation Cycle

2-Year Self-Directed Growth Plan (Rated Overall Proficient or Exemplary)

Self-Assessment/Proposed Goals

Due on September 30th

Educator Plan

submit by October 15th

The evaluator must complete by **November 2nd** and educator must sign within 5 school days

**Implementation/ Collection
of Evidence**

takes place from **October (of year one to
May (of year two)**

Observations

by May 15th of year two

At least 1 unannounced of no less than 10 minutes

Formative Evaluation submission of evidence must take place by **May 18th of year one**

The evaluator must complete by **June 1st** and educator must sign within 5 school days

A Formative Evaluation Meeting

to be held by **June 15th of year one**

may be requested by either evaluator or educator

Summative Evaluation submission of evidence must take place by

May 4th of year two

The evaluator must complete by **June 1st** and educator must sign within 5 school days

A Summative Evaluation Meeting

to be held by **June 15th**

with the educator rated proficient or exemplary
may be requested by either evaluator or educator

The evaluator **must meet** with an educator rated needs improvement
or unsatisfactory

by **June 10th**

The educator has the right to respond in writing

by **June 20th**

2015-2016 Timeline for Educator Evaluation Cycle

Directed Growth Plan (Educators with PTS Rated Overall Needs Improvement)

Self-Assessment/Proposed Goals

Due on September 30

Educator Plan

Meeting to establish must occur by **November 1st**

The evaluator must complete by **November 2nd** and educator must sign within 5 school days

**Implementation/ Collection
of Evidence**

takes place from **October to April**

Observations

by November 15 to May 15th

At least 2 unannounced of no less than 10 minutes

Formative Assessment submission of evidence must take place by

January 15th

The evaluator must complete by **January 29th** and educator must sign within 5 school days

A Formative Assessment Meeting

to be held by **February 12th**

may be requested by either evaluator or educator

Summative Evaluation submission of evidence must take place by

April 15th

The evaluator must complete by **May 13th** and educator must sign within 5 school days

A Summative Evaluation Meeting

to be held by **June 15th**

with the educator rated proficient or exemplary
may be requested by either evaluator or educator

The evaluator **must meet** with an educator rated unsatisfactory

by **June 1st**

The educator has the right to respond in writing

by **June 20th**