

19-20 Licensed Evaluation Due Dates

RED = Required Meeting Between Licensed Employee and Administrator

BLUE = Form Submitted by Licensed Employee

Licensed Probationary 1		Licensed Probationary 2		Licensed Probationary 3	
<u>Task</u>	<u>Due Date</u>	<u>Task</u>	<u>Due Date</u>	<u>Task</u>	<u>Due Date</u>
Goal Setting Conference & Self-Reflection	10/25/19	Goal Setting Conference & Self-Reflection	10/25/19	Goal Setting Conference & Self-Reflection	10/25/19
Formal Observation 1	09/27/19-11/27/19	Formal Observation 1	09/27/19-11/27/19	Formal Observation 1	09/27/19-11/27/19
Formal Observation 2	12/02/19 - 01/30/20	Formal Observation 2	12/02/19 - 01/30/20	N/A	N/A
Mid-Year Evaluation	01/30/20	Mid-Year Evaluation	01/30/20	Mid-Year Evaluation	01/30/20
Mid-Year Self-Reflection and Goal Update	02/21/20	Mid-Year Self-Reflection and Goal Update	02/21/20	Mid-Year Self-Reflection and Goal Update	02/21/20
Summative Goal Conference	06/12/20	Summative Goal Conference	06/12/20	Summative Goal Conference	06/12/20
Summative Evaluation	06/12/20	Summative Evaluation	06/12/20	Summative Evaluation	06/12/20

Licensed On-Cycle Contract Teachers		Licensed Off-Cycle Contract Teachers	
<u>Tasks</u>	<u>Due Dates</u>	<u>Tasks</u>	<u>Due Dates</u>
Goal Setting Conference & Self-Reflection	10/25/19	Goal Setting Conference & Self-Reflection	10/25/19
Mid-Year Self-Reflection and Goal Update	02/21/20	Mid-Year Self-Reflection and Goal Update	02/21/20
Formal Observation 1	04/24/20	N/A	N/A
Summative Goal and Evaluation Meeting	06/12/20	Summative Goal Review	06/12/20

The tasks listed are the minimum requirements. A supervisor always has the right to conference with any staff member at anytime.

Processes for the 18-19 school year close on September 13, 2019.

Processes for the 19-20 school year will open on September 27, 2019.