

23-24 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	
Task	Due Date	Task	Due Date	Task	Due Date
SLGG & Self-Reflection	10/27/23	Goal Setting Conference & Self-Reflection	10/27/23	Goal Setting Conference & Self-Reflection	10/27/23
Formal Observation 1	10/2/23-12/15/23	Formal Observation 1	10/2/23-12/15/23	Formal Observation 1	10/2/23-2/1/24
Formal Observation 2	1/2/24-2/1/24	Formal Observation 2	1/2/24-2/1/24	N/A	N/A
Mid-Year Evaluation	2/1/24	Mid-Year Evaluation	2/1/24	Mid-Year Evaluation	2/1/24
Mid-Year Self-Reflection and Goal Update	2/23/24	Mid-Year Self-Reflection and Goal Update	2/23/24	Mid-Year Self-Reflection and Goal Update	2/23/24
Summative Goal Conference	6/12/24	Summative Goal Conference	6/12/24	Summative Goal Conference	6/12/24
Summative Evaluation	6/12/24	Summative Evaluation	6/12/24	Summative Evaluation	6/12/24

Licensed On-Cycle Contract Teachers		Licensed Off-Cycle Contract Teachers	
Tasks	Due Dates	Tasks	Due Dates
SLGG & Self-Reflection	10/27/23	SLGG & Self-Reflection	10/27/23
Mid-Year Self-Reflection and Goal Update	2/23/24	Mid-Year Self-Reflection and Goal Update	2/23/24
Formal Observation 1	4/30/24	N/A	N/A
Summative Goal and Evaluation Meeting	6/12/24	Summative Goal Review	6/12/24

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

Processes for the 22-23 school year close on September 8 , 2023.

Processes for the 23-24 school year open on September 22, 2023.