Appraisal and Development Timeline

- **Goal-Setting Conference; Annual Summative Ratings**
  - 10/31/14
  - When available

- **Progress Conference; Request for Second Appraiser Review**
  - 1/30/15

- **End of Year Conference; Request for Second Appraiser Review**
  - 4/10/15
    - Deadline to submit to teacher
  - 4/20/15
    - Conference deadline
    - Minus 10 working days

- **Appraisal Training**
  - 8/16/14

- **Fall Staff Review**
  - 11/3-10/14

- **Spring Check In**
  - 2/3-8/15

- **8/25/14 – 5/28/15: Conduct informal walkthroughs with written feedback**

- **9/16/14 – 5/28/15 (and 15 working days after the update or initial training): Conduct at least two 10 minute formal walkthroughs and at least two 30 minute formal observations with written feedback**

- **Late hires on or after 2/6/15: Receive at least four informal walkthroughs with written feedback**

- **Create Development Plan (IPDP or PPA)**
  - Amend, revise and review throughout the year, as necessary
  - 10/11/14: IPDP Deadline

- **Measures Worksheets**
  - Goals
  - Worksheet/Assessments
  - Completed
  - 8/25/14 Submitted to Teacher
  - 10/6/14 Acknowledged by Teacher

- **Results Worksheets**
  - Submitted to Appraiser
  - Acknowledged by Appraiser
  - 12/12/14: A
  - 5/28/15: E