Evaluation Calendar 2015-2016



	Interim; Beginning Teache than 3 consecutive (NO performa	years of experience	Interim; Beginning Teacher; One than 3 consecutive years of expe Renewal (performance	rience Possible Non-
	Requirement	Completion Date	Requirement	Completion Date
Comprehensive Cycle	Orientation	9/8/2015	Orientation	9/8/2015
New Teachers, Licensed Support Staff, &	Self-Assessment	9/16/2015	Self-Assessment	9/16/2015
Teacher Leadership specialists who have not completed 3 consecutive years. (Teachers,	PDP	9/16/2015	PDP	9/16/2015
Counselors, Media Specialist, Psychologists,	Observation #1 (formal)	11/6/2015	Observation #1 (formal)	11/6/201
Social Workers, & Instructional Technology Facilitators, curriculum facilitator, literacy	· · · ·		Possible Non-Renewal Let	
coaches, central office base curriculum coaches, central office base curriculum	Observation #2 (formal)	1/29/2016	Observation #2 (formal)	1/15/2016
	Mid-Year PDP Review	1/29/2016	Mid-Year PDP Review	2/12/2016
	Observation #3 (formal)	4/22/2016	Observation #3 (formal)	3/21/2016
Teacher leadership specialists' evaluations are not completed in NCEES.	Peer Observation		Peer Observation	
not completed in NeLLS.	Final PDP Review	4/22/2016	Final PDP Review	3/21/2016
	Summary Evaluation Rating	5/27/2016	Summary Evaluation Rating	4/22/2016
		3,2,,2010	Final Non-Renewal Decisi	· · · · · · · · · · · · · · · · · · ·
Standard Cycle Experienced Teachers (licensure renewal year), Licensed	Requirement	Completion Date	Related Service I Observation/Ev Timeline (Speech Langu Occupational Therapists, Physica Nurses)	aluation age Pathologists,
Support Staff, Teacher Leaderhsip Specialists &		0/0/2015		
Career Development Coordinators who have completed three or more consecutive years .	Orientation	9/8/2015	Requirement	Completion Date
(Counselors, Media Specialist, Psychologists,	Self-Assessment	9/16/2015	Orientation	9/8/2015
Social Workers, and Instructional Technology Facilitators, curriculum facilitators, literacy	PDP	9/16/2015	Self-Assessment	9/16/201
coaches, central office curriculum coaches,	Observation #1 (formal)	12/18/2015	PDP	9/16/201
etc.).			Observation #1 (formal)	12/18/2015
	Observation #2 (informal)	1/29/2016	Mid-Year PDP Review	2/26/2016
	Mid-Year PDP Review	1/29/2016	Final PDP Review	5/27/2016
	Observation #3 (informal)	5/13/2016	Summary Evaluation Rating	5/27/2016
(Teachers who have completed 3 consecutive			· · ·	
years in GCS, in another district (in- or out-of-	Final PDP Review	5/27/2016		
years in GCS, in another district (in- or out-of- state) may be evaluated on the Standard or Abbreviated cycle. The Standard is	Final PDP Review	5/27/2016		
years in GCS, in another district (in- or out-of- state) may be evaluated on the Standard or Abbreviated cycle. The Standard is recommended for the first year.	Final PDP Review Summary Evaluation Rating	5/27/2016		
years in GCS, in another district (in- or out-of- state) may be evaluated on the Standard or Abbreviated cycle. The Standard is recommended for the first year. Abbreviated Cycle -	Final PDP Review Summary Evaluation Rating Requirement Orientation Self-Assessment	5/27/2016 5/27/2016 5/27/2016 Completion Date 9/8/2015 9/16/2015		
years in GCS, in another district (in- or out-of- state) may be evaluated on the Standard or Abbreviated cycle. The Standard is recommended for the first year. Abbreviated Cycle - Experienced Teachers who have	Final PDP Review Summary Evaluation Rating Requirement Orientation Self-Assessment PDP	5/27/2016 5/27/2016 Completion Date 9/8/2015 9/16/2015 9/16/2015		
years in GCS, in another district (in- or out-of- state) may be evaluated on the Standard or Abbreviated cycle. The Standard is recommended for the first year. Abbreviated Cycle - Experienced Teachers who have completed three or more consecutive	Final PDP Review Summary Evaluation Rating Requirement Orientation Self-Assessment PDP Observation #1 (informal)	5/27/2016 5/27/2016 5/27/2016 Completion Date 9/8/2015 9/16/2015 9/16/2015 12/18/2015		
years in GCS, in another district (in- or out-of- state) may be evaluated on the Standard or Abbreviated cycle. The Standard is recommended for the first year. Abbreviated Cycle - Experienced Teachers who have completed three or more consecutive years (non-licensure renewal year;	Final PDP Review Summary Evaluation Rating Requirement Orientation Self-Assessment PDP Observation #1 (informal) Mid-Year PDP Review	5/27/2016 5/27/2016 5/27/2016 Completion Date 9/8/2015 9/16/2015 9/16/2015 12/18/2015 2/26/2016		
years in GCS, in another district (in- or out-of- state) may be evaluated on the Standard or Abbreviated cycle. The Standard is recommended for the first year. Abbreviated Cycle - Experienced Teachers who have completed three or more consecutive	Final PDP Review Summary Evaluation Rating Requirement Orientation Self-Assessment PDP Observation #1 (informal) Mid-Year PDP Review Observation #2 (informal)	5/27/2016 5/27/2016 5/27/2016 Completion Date 9/8/2015 9/16/2015 9/16/2015 12/18/2015 2/26/2016 5/13/2016		
years in GCS, in another district (in- or out-of- state) may be evaluated on the Standard or Abbreviated cycle. The Standard is recommended for the first year. Abbreviated Cycle - Experienced Teachers who have completed three or more consecutive years (non-licensure renewal year;	Final PDP Review Summary Evaluation Rating Requirement Orientation Self-Assessment PDP Observation #1 (informal) Mid-Year PDP Review	5/27/2016 5/27/2016 5/27/2016 Completion Date 9/8/2015 9/16/2015 9/16/2015 12/18/2015 2/26/2016		

NOTE: Early Colleges, Middle Colleges, Academies (any school that ends prior to June 1) must have all evaluation documents completed and submitted to Human Resources prior to the last day for 10 month employees.

Evaluation Calendar 2015-2016

Completion Date



*Hard copy documents for all employees other than those evaluated in NCEES must be received in HR two days after the completion date.

	Summary Evaluation	6/3/2016
		strators you are considering for ewal
Assistant Principals	Requirement	Completion Date
	Orientation	9/4/2015
	Self-Assessment	9/11/2015
	Goal Form	9/11/2015
	Observation/Feedback	
	(no form required)	11/20/2015
	Progress Toward Achieving	
	Goals	1/15/2016
	Evaluation Rubric	6/10/2016
	Summary Evaluation Rating	6/10/2016

Requirement

School Based Classified *

	Follow this timeline for Administrators you are considering for Renewal	
Principals	Requirement	Completion Date
•	Orientation	9/25/2015
	Self-Assessment	9/25/2015
	Goal Form	9/25/2015
	Observation/Feedback	
	(no form required)	11/20/2015
	Progress Toward Achieving	
	Goals	1/15/2016
	Concellidated Derformenes	
	Consolidated Performance	c /10 /201 c
	Assessment	6/10/2016
	Evaluation Rubric	6/27/2016
	Summary Evaluation Rating Form	6/27/2016

Central Office	Requirement	Completion Date
	Summary Evaluation	6/30/2016
	Onboarding 90 Day Checklist	90 days after new hire begins

considered for Possible N	Ion-Renewal
Requirement	Completion Date
Orientation	9/4/2015
Self-Assessment	9/11/2015
Goal Form	9/11/2015
Observation/Feedback	
(no form required)	11/20/2015
Progress Toward Achieving Goals	1/15/2010
Goals	1/15/2016
Possible Non-Renewal Conv 01/29/2010 Evaluation Rubric	<mark>5</mark> 4/18/2016
Summary Evaluation Rating Final Non-Renewal Decisi	4/18/2016
Follow this timeline for principals Possible Non-Rer	
Possible Non-Rer	lewal
Possible Non-Rer Requirement	Completion Date
Possible Non-Rer Requirement Orientation	Completion Date 9/25/2015
Possible Non-Rer Requirement Orientation Self-Assessment	Completion Date 9/25/2015 9/25/2015
Possible Non-Rer Requirement Orientation Self-Assessment Goal Form	Completion Date 9/25/2015 9/25/2015
Possible Non-Rer Requirement Orientation Self-Assessment	Completion Date 9/25/2015 9/25/2015 9/25/2015
Possible Non-Rer Requirement Orientation Self-Assessment Goal Form Observation/Feedback	Completion Date 9/25/2015 9/25/2015 9/25/2015 11/20/2015
Possible Non-Rer Requirement Orientation Self-Assessment Goal Form Observation/Feedback (no form required) Progress Toward Achieving	Completion Date 9/25/2015 9/25/2015 9/25/2015 11/20/2015 1/15/2016
Possible Non-Rer Requirement Orientation Self-Assessment Goal Form Observation/Feedback (no form required) Progress Toward Achieving Goals	Completion Date 9/25/2015 9/25/2015 9/25/2015 11/20/2015 1/15/2016 ersation & Letter
Possible Non-Rer Requirement Orientation Self-Assessment Goal Form Observation/Feedback (no form required) Progress Toward Achieving Goals Possible Non-Renewal Conv	Completion Date 9/25/2015 9/25/2015 9/25/2015 11/20/2015 1/15/2016 ersation & Letter
Possible Non-Rer Requirement Orientation Self-Assessment Goal Form Observation/Feedback (no form required) Progress Toward Achieving Goals Possible Non-Renewal Conv 01/29/2010	Completion Data 9/25/2015 9/25/2015 9/25/2015 11/20/2015 1/15/2016 ersation & Letter
Possible Non-Rer Requirement Orientation Self-Assessment Goal Form Observation/Feedback (no form required) Progress Toward Achieving Goals Possible Non-Renewal Conv 01/29/2010 Consolidated Performance	Completion Date 9/25/2015 9/25/2015 9/25/2015 9/25/2015 11/20/2015 1/15/2016 ersation & Letter 5 3/24/2016
Possible Non-Rer Requirement Orientation Self-Assessment Goal Form Observation/Feedback (no form required) Progress Toward Achieving Goals Possible Non-Renewal Conv 01/29/2011 Consolidated Performance Assessment	Completion Date 9/25/2015 9/25/2015 9/25/2015 11/20/2015 1/15/2016 ersation & Letter
Possible Non-Rer Requirement Orientation Self-Assessment Goal Form Observation/Feedback (no form required) Progress Toward Achieving Goals Possible Non-Renewal Conv 01/29/2011 Consolidated Performance Assessment Evaluation Rubric	Completion Date 9/25/2015 9/25/2015 9/25/2015 9/25/2015 11/20/2015 1/15/2016 ersation & Letter 5 3/24/2016