

Gladewater ISD

(2017-2018)

Texas Teacher Evaluation and Support Calendar

Based on the (2017-2018) GISD School Calendar, the following dates indicate the days that formal T-TESS observations **shall not be conducted:**

- Aug. 28-Sept. 15, 2017 First three weeks of school
- Nov. 20-24, 2017 Thanksgiving Break
- Dec. 25-Jan. 5, 2018 Christmas Break
- Jan. 15, 2018 Martin Luther King Holiday
- Mar. 12-16, 2018 Spring Break
- Mar. 30, 2018 Good Friday
- May 17, 2018 **All appraisals completed**
- May 29-June 7 **Requested 2nd appraisals ONLY**

Appraisal Timelines & Procedures

- Teachers will submit their professional growth plan to their appraiser for feedback and final approval during the first three weeks of instruction.
- Formal observations are prohibited on the last day of instruction **before** any official school holiday and on the first day of instruction **after** a holiday.
- The appraisal process must be completed 15 working days before the last day of instruction for students.
- Observations may not be scheduled on days scheduled for end-of-semester or end-of-year examinations, STAAR, EOC, or other standardized tests.
- All probationary teachers and teachers new to the district shall be evaluated during the first semester of employment.
- All pre-conferences, formal observations and post-conferences for all teachers shall be completed by **May 17, 2018. NO FORMAL OBSERVATIONS SHOULD TAKE PLACE ON OR AFTER MAY 17, 2018.** *The exception would be a teacher who requested a second observation within ten working days after the observation post conference, and was entitled to another observation by a different appraiser.*
- Second appraisals must be submitted in writing to the principal and Human Resources personnel within (10) days of post-conference.
- Walkthroughs may be conducted and cumulative data may be obtained on any day and any time throughout the school year.

- ❑ Any documentation that would affect a teacher's score shall be shared with the teacher within 10 working days. A summative conference shall be conducted to advise the teacher of any change in the final observation score.
- ❑ Teacher Summative Annual Appraisal Reports shall be submitted to the Human Resources Department by **Friday, June 1, 2018.**
- ❑ The implementation of T-TESS represents a commitment to continuous improvement. As a result, a professional growth plan shall be developed for all teachers.

District Appraisers:

1. Mr. Sedric Clark
2. Dr. Cliff Lightfoot
3. Kim Chatman
4. Peggy Oden
5. Cathy Bedair
6. Bruce Head
7. Becky Lanham
8. Chris Langford
9. Derrick Floyd
10. Kacy Rodgers
11. Darren Richardson
12. Renee Byers
13. Amanda Langford