



2017-2018 SUPERVISION AND EVALUATION CALENDAR AND TIMELINES

17/18 INTENT TO EVALUATE CONFERENCE

COMPLETE IN iACHIEVE by end of 3rd work week

- Due August 18, 2017 if start date during week of 7/31/17
- Due August 25, 2017 if start date during week of 8/07/17

*The 5 Year Evaluation Cycle Agreement Form MAY be completed in iA at any time.

EVALUATION PLAN/PRELIMINARY CONFERENCE

COMPLETE IN iACHIEVE by end of 6th work week

- Due September 08, 2017 if start date during week of 7/31/17
- Due September 15, 2017 if start date during week of 8/07/17

FORMAL OBSERVATIONS (fall/spring)

COMPLETE IN iACHIEVE BY 11/30/17 (fall)

COMPLETE IN iACHIEVE during 2nd semester

- Spring formal observation does not have a due date, simply complete 2nd semester
- At least four formal observations must be completed for a teacher to receive a NMS rating on any CSTP
- Formal observations may not occur within 15 work days of any prior formal observation, unless there is an instructionally related reason

FORMATIVE EVALUATION

COMPLETE IN iACHIEVE BY 12/15/17*

Due 12/13/17 for temporary teachers

SUMMATIVE EVALUATION

COMPLETE IN iACHIEVE BY 5/08/18

MANAGEMENT/LEADER END OF YEAR EVALUATION

COMPLETE IN iACHIEVE BY 6/30/18

CLASSIFIED EVALUATION

COMPLETE IN iACHIEVE BY 6/30/18