

Key Educator Effectiveness Dates 2016-17

Summative Year (Evaluation Year)		Formative Years (Supporting Years)	
Aug. 24-Sept. 9	Recommended window to meet with Coach re: Building the EEP	Aug. 24-Sept. 9	Recommended window to meet with Coach re: Building the EEP
Sept. 12	Self-Reflection completed	Sept. 12	Self-Reflection completed
By Sept. 19	Self-Initiate Request for "Significantly Different Teaching Assignment" with respect to Teacher Practice	By Sept. 30	EEPs (PPG and SLO) Completed
By Sept. 30	EEPs (PPG and SLO) Completed	By Oct. 14	PPG is reviewed by building administrator. Any feedback regarding revisions will be provided on or before this date.
Sept. 26-Oct. 14	Evaluators meet with teachers for process discussion and EEP approval (pre-conference is optional at this time)	Nov. 23- AM (Professional Learning Day)	Meet with Educator Effectiveness Coach and/or colleague to discuss and share progress on PPG and SLO
Nov. 23- AM (Professional Learning Day)	Meet with Educator Effectiveness Coach and/or to discuss and share progress on PPG and SLO	Jan. 3-Feb. 13	Recommended window to communicate with Effectiveness Coach and/or colleague to review EEP progress. Mid-year adjustment can be made at this time
Oct. 3- Dec. 23	Evaluator will complete the required pre-conference, announced observation and post-conference in this window	By Feb. 15	Last date to submit E ³ Plans to the Building Principal
Jan. 3-Feb. 13	Evaluator will schedule a Mid-Year conference with Educator. Mid-Year adjustments can be made to the EEP at this time	April 10-May 12	Self-Evaluation of SLO and gather evidence to support evidence of growth in professional practice
		May 12	<i>End-of-Year Summaries for PPG and SLO must be completed and submitted to principal.</i>
By Feb. 15	Last date to submit E ³ Plans to the Building Principal	May 1-May 31	Building Administrator to Verify Evidence of Meeting PPG requirements
May 1-May 31	Self-Evaluation of SLO and gather evidence to support evidence of growth in professional practice		
May 12	<i>End-of-Year Summaries for PPG and SLO must be completed and submitted to principal.</i>		
May 1-May 31	Summative Conferences/Rating of Practice/SLO/PPG		

*Items in the grey boxes are initiated by the Evaluator and/or the Building Administrator

A typical evaluation of Teacher Practice will consist of one ANNOUNCED full period observation (or two twenty minute instructional blocks) **and** 3-5 UNANNOUNCED 15 minute mini-observations (or drop-ins) throughout the course of the Summative Year. The unannounced drop-in visits can occur at any point AFTER the EEP approval meeting with the evaluator and/or building administrator. If an evaluator needs to collect additional evidence in a domain and/or component, they may exceed the 5 unannounced drop-in observations.