

EARLY ISD 2008-2009 PDAS Appraisal Calendar

The Appraisal Period for each teacher shall include all of the days of each teacher's contract. The Formal Observations during the Appraisal Period for each teacher shall be conducted during the required days of instruction for students during the 2008-2009 school year subject to this Appraisal Calendar. **The district prohibits formal observation on a day when that teacher is involved in district or state required testing.**

AUGUST

Aug 25 First instructional day
 Aug 25 – Sept. 15 The first three weeks of instruction are excluded from the Appraisal Period.

SEPTEMBER

Sept 9 Last day for teachers to **submit TSR I to appraiser** (*No later than 3 weeks after orientation*)
 Sept 16 First day for Formal Observations

OCTOBER

Oct 10 No Formal Observations
 Oct 14 No Formal Observations

NOVEMBER

Nov 25 No Formal Observations

DECEMBER

Dec 1 No Formal Observations
 Dec 19 No Formal Observations

JANUARY

Jan 5 No Formal Observations
 Jan 8 No Formal Observations
 Jan 12 No Formal Observations

FEBRUARY

Feb 16 *Suggested last day to submit TSR II & III (and revisions to Section I, if needed)*
 Feb 23 *Suggested last day for Summative Annual Reports*

MARCH

Mar 5 *Suggested last day for Summative Conferences*
 Mar 6 No Formal Observations
 Mar 16 No Formal Observations

APRIL

Apr 9 No Formal Observation
 Apr 13 No Formal Observation
 April 14 **(45th calendar day before last instructional day)**
 April 23 **Last day for submission of TSR – II & III (and revision of Sec.I, if needed)**
 April 30 **Last day for Summative Annual Reports**
 (5 working days before Summative Annual Conference)

MAY

May 7 **ALL Summative Annual Conferences Completed**
 (15 working days before last day of instruction)
 May 29 Principals submit copies of PDAS Summative Annual Reports to Dr. Moyer.

Timeline Reminders:

- Teachers shall be provided a written summary of each observation within ten (10) working days after the completion of an observation.
- TSR II and TSR III must be completed and returned to the teacher's supervisor at least two weeks prior to the annual summative conference.
- A written annual summative report shall be shared with the teacher no later than five working days before the summative conference and no later than fifteen working days before the last day of student instruction.

8-18-08
Board Approved