

## Evaluation Calendar 2021-2022

Comprehensive Cycle	Beginning Teachers; Interim; One-Year Contract (NO Performance Concerns) Use the green box to the right for any teachers with performance concerns.		Possible Non-Renewals (Performance Concerns)	
	Requirement	Completion Date	Requirement	Completion Date
New Teachers, Licensed Support Staff, and Teacher Leadership specialists who have not completed 3 consecutive years. (Teachers, Counselors, Media Specialist, Psychologists, Social Workers, and Instructional Technology Facilitators, Curriculum Facilitators, Literacy Coaches, Central Office Base Curriculum Coaches, etc.)	Orientation	<i>(MC/EC/Academies 8/13/21)</i> <i>(Restart 8/20/2021)</i> 8/24/2021	Orientation	<i>(MC/EC/Academies 8/13/21)</i> <i>(Restart 8/20/2021)</i> 8/24/2021
	Self-Assessment	9/10/2021	Self-Assessment	9/10/2021
	PDP	9/10/2021	PDP	9/10/2021
	Observation #1 (formal)	10/15/2021	Observation #1 (formal)	10/15/2021
	Observation #2 (formal)	12/6/2021	Observation #2 (formal)	12/6/2021
	Mid-Year PDP Review	12/6/2021	Mid-Year PDP Review	12/6/2021
	Peer Observation	2/24/2022	<b>Possible Non-Renewal Letter 12/16/2021</b>	
	Observation #3 (formal)	3/24/2022	Peer Observation (Comprehensive Cycle Only)	2/24/2022
	Final PDP Review	5/6/2022	Observation #3 (formal)	3/18/2022
	Summary Evaluation Rating	5/6/2022	Final PDP Review	3/31/2022
			Summary Evaluation Rating	3/31/2022
			<b>Final Non-Renewal Decision 3/31/22</b>	
Standard Cycle	Requirement	Completion Date	Related Service Providers Observation/Evaluation Timeline (Speech Language Pathologists, Occupational Therapists, Physical Therapists, School Nurses)	
Experienced Teachers (licensure renewal year), Licensed Support Staff, Teacher Leadership Specialists and Career Development Coordinators who have completed three or more consecutive years. (Counselors, Media Specialists, Psychologists, Social Workers, and Instructional Technology Facilitators, Curriculum Facilitators, Literacy Coaches, Central Office Curriculum Coaches, etc.)	Orientation	<i>(MC/EC/Academies 8/13/21)</i> <i>(Restart 8/20/2021)</i> 8/24/2021	Requirement	Completion Date
	Self-Assessment	9/10/2021	Orientation	<i>(MC/EC/Academies 8/13/21)</i> <i>(Restart 8/20/2021)</i> 8/24/2021
	PDP	9/10/2021	Self-Assessment	9/10/2021
	Observation #1 (formal)	11/15/2021	PDP	9/10/2021
	Observation #2 (informal)	1/28/2022	Observation #1 (formal)	12/3/2021
	Mid-Year PDP Review	1/28/2022	Mid-Year PDP Review	1/28/2022
	Observation #3 (informal)	4/8/2022	Final PDP Review	5/20/2022
	Final PDP Review	5/20/2022	Summary Evaluation Rating	5/20/2022
	Summary Evaluation Rating	5/20/2022		
<b>(Teachers who have completed 3 consecutive 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.</b>				
Abbreviated Cycle	Requirement	Completion Date		
Experienced Teachers who have completed three or more consecutive years (non-licensure renewal year; experience can be in or out of district)	Orientation	<i>(MC/EC/Academies 8/13/21)</i> <i>(Restart 8/20/2021)</i> 8/24/2021		
	Self-Assessment	9/10/2021		
	PDP	9/10/2021		
	Observation #1 (informal)	12/3/2021		
	Mid-Year PDP Review	1/28/2022		
	Observation #2 (informal)	5/6/2022		
	Final PDP Review	5/20/2022		
Summary Evaluation Rating	5/20/2022			

School Based Classified	Requirement	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	6/6/2022		
<b>Follow this timeline for Administrators you are considering for Renewal</b>			<b>Follow this timeline for assistant principals being considered for Possible Non-Renewal</b>	
Assistant Principals	Requirement	Completion Date	Requirement	Completion Date
	Orientation	8/13/2021	Orientation	8/13/2021
	Self-Assessment	9/10/2021	Self-Assessment	9/10/2021
	Goal Form	9/10/2021	Goal Form	9/10/2021
	Observation/Feedback (no form required)	12/6/2021	Observation/Feedback (Written indicating performance concerns)	12/6/2021
	Progress Toward Achieving Goals	1/14/2022	Progress Toward Achieving Goals	1/14/2022
	Evaluation Rubric	6/10/2022	<b>Possible Non-Renewal Conversation and Letter 1/28/2022</b>	
	Summary Evaluation Rating	6/10/2022	Evaluation Rubric	4/14/2022
			Summary Evaluation Rating	4/14/2022
			<b>Final Non-Renewal Decision 4/27/22</b>	
<b>Follow this timeline for Administrators you are considering for Renewal</b>			<b>Follow this timeline for Principals being considered for Possible Non-Renewal</b>	
Principal	Requirement	Completion Date	Requirement	Completion Date
	Orientation	9/17/2021	Orientation	9/17/2021
	Self-Assessment	9/30/2021	Self-Assessment	9/30/2021
	Goal Form	9/30/2021	Goal Form	9/30/2021
	Observation/Feedback (no form required)	12/16/2021	Observation/Feedback (Written indicating performance concerns)	12/16/2021
	Progress Toward Achieving Goals	1/31/2022	Progress Toward Achieving Goals	1/31/2022
	Consolidated Performance Assessment	6/10/2022	<b>Possible Non-Renewal Conversation and Letter 2/25/2022</b>	
	Evaluation Rubric	6/17/2022	Consolidated Performance Assessment	3/24/2022
	Summary Evaluation Rating Form	6/23/2022	Evaluation Rubric	4/14/2022
		Summary Evaluation Rating Form	4/14/2022	
			<b>Final Non-Renewal Decision 4/27/21</b>	
Central Office	Requirement	Completion Date		
	Summary Evaluation	6/30/2022		

**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 by May 24, 2022.**