

## Teacher Evaluation Timeline – 2023-2024

Due Date	Task(s)	Related Form(s)	Target Group
September 30	1 informal observation of each NT teacher completed	C-1	NT
October 15	TEVAL Orientation provided by building leadership	WHPS EVAL Plan Flexibilities 2023-24 Timeline 2023-24	All
October 30	Goal-setting process completed for all teachers	A	All
January 15 (or NTR date)	1 Formal and 2 remaining Informal observations of all NT teachers <u>completed prior to NT reviews</u>	C, C-1	NT
January- February	First Informal observation completed for of all tenured teachers prior to mid-year meeting	C-1	T
January – February 28	Mid-Year Conferences <b>(All teachers complete form G)</b>	G Selected Artifacts	All
January 18- March 14	Non-tenure Review Meetings	NT Summary Sheet NT Rec Form	Evaluators Exec Team
March 15	Non-Tenure Recommendation Forms due in Human Resources	NT Recommendation Form	All Evaluators
April 30	Second Informal observation of all tenured teachers completed	C-1	T
April 30	1 Review of practice completed for each teacher	No specific form	All
June 2	Self-Assessments and End-of-Year conferences completed	H1, H2, Artifacts, Portfolios,	All
June 10 (Last day of school)	<b>Summative evaluations completed All forms signed and approved All process marked “complete”</b>	I All other outstanding forms	All