



Big Spring ISD Teacher Appraisal Calendar

In an effort to promote sound instructional practices and comply with Board policy, DNA (LEGAL) requires the District to establish an appraisal calendar for teacher appraisals each year. The calendar must be provided to teachers within three weeks from the first day of instruction. The appraisal period for each teacher must include all the days of the teacher's contract.

The Texas Teacher Evaluation and Support System appraisal cycle begins on August 15, 2024, and concludes on May 22, 2025. The appraisal calendar shall:

1. Exclude observations in the two weeks after the day of completion of the T-TESS orientation; and
2. Indicate a period for end-of-year conferences that ends no later than 15 working days before the last day of instruction.

BSISD Certified Appraisers

BSHS	Mike Ritchey, Jordan Horton, Elissa Bancroft, Holly Barfield, Kenny Lowery, Rhonda Mills
BSJH	Brad Froman, Pamela Taylor-Bonner, Kristen Willis
BSI	Patsy Sanchez, Cassandra De La Cruz
Washington	Kristin Tubb, Carloyn Botts
Marcy	Treena Foster, Jessica Enriquez, Barbara Roberson
Moss	Carman Wommack, Samantha Hyatt
District	Jeff Perez, Dana Scott, Becky Otto (Secondary Appraisers)

No Formal Observations May Be Conducted on the Following Days:

- ❖ Early release days
- ❖ Instructional days before any school holiday
- ❖ Bad weather make-up days
- ❖ Any days scheduled for end of semester or end of the year/course exams
- ❖ Last day of instruction prior to the administration of state exams
- ❖ During days on which state exams occur

APPRAISAL CALENDAR 2024-2025	
ACTIVITY	DATE/DEADLINE
New Teacher TTESS Training	August 2 (by campus)
TTESS Refresher Training (all returning teachers)	August 15 (by campus)
Goal Setting and Professional Development Plan Conference (All teachers new to the district, 1st year teachers, teachers up for designation)	September 20
Teacher's Goal Setting and Professional Development GSPD-Part I: All teachers at least 1 goal (Non TIA teachers will use SLO's)	August 15- September 20
Teacher's sign to opt-out of the annual appraisal process in accordance with board policy (New-Every other year)	September 20
<u>First day</u> for teacher formal observations – Pre-Conference prior and Post Conference within 10 working days	September 3
<u>First day</u> for informal observations and walkthroughs	September 3
<u>Last day</u> to share nonrenewal documentation with the Superintendent	March 28
<u>Last day</u> for principal's recommendations for nonrenewal (principal informs teacher of recommendation to nonrenew)	April 4
Identify teachers eligible for Renewal of Professional Educator Contract and turn in Renewal List to Central Office	April 4
Teachers complete Part II and III. Schedule EOY conferences with all teachers. Teachers in a nonappraisal year due to meeting <i>less than annual appraisal</i> criteria will receive a modified EOY Conference (See DNA Legal/Local)	April 4-May 2
Last day to notify employee of a nonrenewal	10 days before the last day of instruction
Last day for nonrenewed teacher to request a Board Hearing	No later than the 15th day after the notification
Last day for a nonrenewed teacher hearing before the Board	No later than the 15th day after request
Last day for teacher to submit resignation if contract was renewed	45 days prior to the 1st day of instruction SY 2025-2026

*Staff hired after August 15 must be trained 2 weeks prior to an observation

Board Approved: 8/8/2024