PROFESSIONAL GROWTH PORTFOLIO TIMELINE

☐ 1. Proposal Conference *(By September 30th)*

☐ a. Submit Alternative Evaluation Proposal Form By Deadline

☐ 2. Mid-Year Conference *(By January 30th—initiated by teacher)*

☐ a. Review Proposal Timeline

☐ b. Review 3 Artifacts with Cover Sheet

☐ 3. Final Conference *(No later than 30 calendar days preceding the close of the school year*)

☐ a. Review 3 Additional Artifacts with Cover Sheet

☐ b. Final Self-Evaluation Summary Form Due