

## PROFESSIONAL STAFF HIRING

In order to present staff to the Board for re-nomination before April 15, the following timeline will be used:

September – February	Administrators conduct classroom observations.
February - Mid March	Administrators write Cumulative Assessments for teachers on Induction Pathway.
Mid-March (approximately March 15)	Cumulative Assessments are sent to the District Office
Mid-March (approximately March 15-22)	District Office Administrators review Cumulative Assessments.
Before April 15	Staff not being re-nominated are notified by the Superintendent.
First Board Meeting in April (before April 15)	Staff are re-nominated.
On or before the 1 <sup>st</sup> Friday in June	Master-Teacher Portfolios due to District Office

Note: Teachers may be placed on an Observation Cycle at any time in accordance with the GWRSD Professional Development Master Plan.

This Administrative Form accompanies:  
Policy **GCF**: Reaffirmed **5/06/2024**