

2025–2026 Super Evaluation Timeline/Due Dates Chart

DUE DATE	COMPREHENSIVE	STANDARD	ABBREVIATED	LATE HIRE
	ANY teacher with less than three current consecutive years of service in Craven County. Includes teachers with initial licenses, provisional licenses and Beginning Teachers (BTs).	Teachers who have completed three current consecutive years in the district and hold a continuing license (SPII) and are in their renewal cycle expiring June 30, 2026.	* Teachers who meet the standard plan requirements but are NOT in renewal year and not in a low-performing school. This also includes previously retired Craven County teachers.	Teachers who are employed in Craven County with a start date after October 31, 2025 .
July 18, 2025	Principal assignees evaluation Plan type and PDP Type in NCEES			24-72 hours prior to orientation
August 22, 2025	Training and Orientation Completed in NCEES			Less than 2 weeks from start date
August 29, 2024	Self-Assessment and PDP teacher components . Teachers should finalize and mark complete self-assessments and have PDP goals “drafted” for principals to begin review/conference			Within 2 weeks of start date
September 5, 2025	PDP initial Review (Finalize and Mark Complete but do not lock BTs until mentor acknowledgment)	PDP initial Review Finalize, Mark Complete, and LOCK		Prior to or in conjunction with the first formal observation
September 26, 2025	(Pre-conference before observation #1 only) Formal (45 min.) observation #1 (Post-conference within 10 days- finalize, mark complete and lock)	(Pre-conference before observation #1 only) Formal (45 min.) observation #1 (Post-conference within 10 days- finalize, mark complete and lock)	(Pre-conference before observation #1 only) Formal (45 min.) observation #1 (Post-conference within 10 days- finalize, mark complete and lock)	(Pre-conference before observation #1 only) Formal (45 min.) observation #1 (Post-conference within 10 days- finalize, mark complete and lock)
December 5, 2025	(Pre-conference Required) Formal Peer (45 min.) observation on all “observable” standards (1-5) (Post-conference within 10 days- finalize, mark complete and lock)			Formal Peer Observation Same as comprehensive unless start date is after December 12, 2025
January 16, 2026	PDP midyear review (Finalize and mark complete but do not lock BTs until mentor acknowledgment.	PDP midyear review (Finalize, mark complete, and LOCK)		PDP review (Finalize, mark complete, and LOCK)

January 23, 2026	(Pre-conference optional) Formal (45 min.) observation #2 on all standards (Post-conference within 10 days- finalize, mark complete and lock)	(Pre-conference optional) Informal (20 min.) observation #2 on all standards (Post-conference within 10 days- finalize, mark complete and lock)		(Pre-conference optional) Formal (45 min.) observation #2 on all standards Required if start date is before January 16, 2026 (Post-conference within 10 days, finalize, mark complete and lock)
March 13, 2026	(Pre-conference optional) Formal (45 min.) observation #3 on all standards (Post-conference within 10 days- finalize, mark complete and lock)	(Pre-conference optional) Informal (20 min.) observation #3 on all standards (Post-conference within 10 days- finalize, mark complete and lock)	(Pre-conference optional) Informal (20 min.) observation #3 on standards 1 and 4 (Post-conference district expectation, finalize, mark complete and lock)	(Pre-conference optional) Formal (45 min.) observation #3 on all standards Required if start date is before February 6, 2026 (Post-conference within 10 days- finalize, mark complete and lock)
March 27, 2026	PDP end of year review (Finalize and mark complete but do not lock BTs until mentor acknowledgment.	PDP end of year review (Finalize, mark complete, and LOCK)		PDP end of year review (Finalize, Mark Complete, and LOCK)
April 10, 2026	ALL Summary Evaluations Due			
*There is NOT an abbreviated option for Media Coordinators, Counselors, and Technology Facilitators, Social Workers, Career Development Coordinators, or Teacher Leadership Specialists. The only option is Comprehensive or Standard based on years of service with Craven County unless the employee qualifies for a late hire evaluation plan. All Comprehensive plans (not just BTs) require a peer observation.			NCDPI Evaluation Resources SBE Policies § 115C-333. Low-Performing Schools § 115C-333.1. Schools not identified as low performing	