



Human Resources Department
Texas Teacher Evaluation and Support System (T-TESS)
2026-2027
Appraisal Calendar

Due Date	Action	Person Responsible	Required Document(s)
August 28, 2026	Teacher Orientation/Refresher No later than the final day of the first three weeks of instruction and two weeks before first observation.	District and Campus Administrators	Training Material Verification of teacher certificate
September 11, 2026	Submission of Goal Setting and Professional Development	Appraisers	Eduphoria
September 21, 2026- February 26, 2027	Formal Observations for All Teachers A pre-observation conference must be held prior to a formal observation. A post conference must be completed at least 10 days after a formal observation.	Appraiser	T-TESS Observation Rubric in Eduphoria (Domains 1-3)
September - February	Artifacts and evidence are to be shared with appraiser at least 10 days prior to summative conference	Teacher	Upload artifacts to Eduphoria
December 2026 – January 2027	Mid-Year Conference – Discuss progress of goals	Teachers/Principals	Update goal action item & Upload artifacts to Eduphoria
December 11, 2026	All first-year, new to the district, and teachers on probationary contracts shall be evaluated during the first semester of employment.	Appraiser	Eduphoria
December 11, 2026	Information regarding possible terminations or non-renewals for the upcoming school year due to HR.	District and Campus Administrators	Evaluations and/or other deemed appropriate
March 1, 2027 – April 02, 2027	End of Year Conference Goals Reflection Student Growth Performance & Goals Review and Finalize Dimension 17	Appraiser- Complete forms Appraiser & Teacher- Sign Forms	Summative Scores for Domains 1-3, Data and Evidence for Domain 4 Student Performance Results, Goals
April 30, 2027	Complete Summative Evaluations Complete and Signed to Human Resources	Appraiser & Teacher- Sign Forms	Eduphoria
April 30, 2027 (if needed)	Second Appraisals Refer to DNA — Performance Appraisal: Evaluation of Teachers The second appraisal must be requested within 10 working days of receiving a written observation. The appraiser must schedule within 3 days	Assigned Appraisers	Eduphoria

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Continued

Reminders:

- Walkthroughs may be conducted, and cumulative data may be obtained on any day and at any time throughout the school year.
- Any documentation that would affect a teacher's score shall be shared with the teacher within 10 working days.
- A summative conference shall be conducted to advise the teacher of any change in the final observation score.
- Observation period shall exclude days scheduled for end-of-semester or end-of-year examinations, STAAR, EOC, or other standardized tests, on the last day of instruction **before** any official school holiday, and on the first day of instruction **after** a holiday.
- **All teachers in TIA eligible assignments must be evaluated.**
- ✓ Teacher Summative Annual Appraisal Reports shall be completed in Eduphoria
(do not submit printed copies to the Human Resources Department)
- ✓ *The implementation of T-TESS represents a commitment to continuous improvement.
As a result, a professional growth plan shall be developed for all teachers.*
- ✓ *For a complete reference guide, please refer to www.teachfortexas.org*
- ✓ *See [DNA Local Board Policy](#) for Evaluation of Teachers*

San Benito Schools - A Consolidated Independent School District

It is the policy of the San Benito CISD not to discriminate on the basis of race, color, national origin, gender or disability in its educational and Career and technology programs, services or activities as required by Title VI of the Civil Rights Act of 1964.