

Dallas Librarian Appraisal (DLA) 2026-2027 Evaluation Calendar

PHASE	APPRAISAL CYCLE COMPONENT	TIMELINE FOR COMPLETION	KEY ACTIONS
Phase 1: Planning Conference	Planning Conference	September 1 – October 16, 2026	<ul style="list-style-type: none"> Appraiser holds goal-setting conversation around job responsibilities, the DLA rubric, school and library program goals.
Phase 2a: Mid-Year Review	Online Employee Self-Review	January 19 – February 26, 2027	<ul style="list-style-type: none"> Librarian tracks goal completion. Librarian self-rates performance on identified indicators and goal accomplishment
	Mid-Year Review Conference		<ul style="list-style-type: none"> Librarian and appraiser discuss progress and areas of improvement If needed, appraiser redefines goals or develops intervention plan if progress is below expectations Appraiser completes online conference acknowledgment
Phase 2b: Formal Observation	Observation of Instruction	January 5, 2027 – April 2, 2027	<ul style="list-style-type: none"> Appraiser conducts formal observation of librarian instruction Feedback conference recommended
Phase 3: End of Year Conference	Online Appraiser Review	May 3 – May 27, 2027	<ul style="list-style-type: none"> Appraiser completes review of librarian's performance on DLA rubric
	End of Year Review Conference		<ul style="list-style-type: none"> Appraiser examines goals and scores competencies Appraiser holds end of year review conference with employee Employee acknowledges evaluation online following the end of year conference

*Dates are subject to change

Resources

For more information: www.dallasisd.org/excellenceinitiatives

Cornerstone: <https://dallasisd.csod.com>

Questions: performancemangment@dallasisd.org