

## **Evaluation Schedule for Licensed Staff**

	Semester 1	Semester 2	Per year	Total
Goal Setting Form	Due from all staff by Sept. 8	Review Goal by Jan. 30 (mid-semester for block teachers)		
First Year Teachers	One informal observation by Sept. 1, one formal observation by Dec. 17	One informal, one formal observation		4
Annual Contract Teachers	One informal, one formal observation	One formal observation		3
Continuing Contract Teachers			One formal observation	1
Comprehensive Evaluation Cycle Teachers			One informal, one formal observation	2
All Teachers	Walk Through Evaluation	Walk Through Evaluations	As Needed	As needed

- Interim Performance reports will be completed for all new teachers by Jan. 30