

COPPELL INDEPENDENT SCHOOL DISTRICT APPRAISAL CALENDAR 2021-2022

Purpose: To formalize what highly effective teachers do, to develop habits of self-assessment, reflection, and adjustment and to build a collaborative, supportive culture.

The appraisal calendar shall exclude formal observations by the appraiser until August 30, 2021 and formal observations may not occur after April 1, 2022, the day before and the day after a school holiday, days scheduled for end-of-semester and end-of-year tests, and days scheduled for state-mandated assessments, or other standardized tests.

August 17, 2021	First day of instruction
August 17 – September 24, 2021	Window for Goal Setting/Professional Development Plan Conferences w/Appraiser (required for educators in his/her first year of T-TESS or new to the District)
August 30, 2021	First day for formal observations begins, or two weeks after the day of completion of the T-TESS orientation
August 30, 2021 – April 1, 2022	Window for Formal Observations. At least 45 minutes in length and one per school year required. Pre-conference is required for educators new to the campus. Post-conference required for all educators within 10 business days of the formal observation.
September 6, 2021	Holiday (No formal observations before or after a school holiday)
October 11, 2021	Holiday (No formal observations before or after a school holiday)
November 22-26, 2021	Holiday (No formal observations before or after a school holiday)
December 20, 2021 - January 3, 2022	Holiday (No formal observations before or after a school holiday)
January 17, 2022	Holiday (No formal observations before or after a school holiday)
March 14-18, 2022	Holiday (No formal observations before or after a school holiday)
April 1, 2022	Last day to conduct formal observations.
April 4 – April 29, 2022	Window for End of Year Conferences. Required for all educators 15 business days prior to the last day of instruction.
June 17, 2022	All summative evaluation reports entered into Power Schools Perform and documentation spreadsheets sent to HR.

*Share documentation with teacher within 10 business days

* Staff hired during the 2021-2022 school year must be trained within 3 weeks of being hired

*For CISD Appraisal purposes, the last day of “instruction” is May 20, 2022