

# APPRAISAL CALENDAR 2009-2010

All teachers will be appraised using the PDAS system. Non-probationary teachers will be observed on a rotating basis every three years at the discretion of the principal. The primary appraiser will be the supervising principal and the secondary appraiser, if requested, can include any district administrator who is appropriately certified. Teachers may be given advance notice of the date or time of an observation, but advance notice is not required. A written observation summary will be given to the teacher within 10 working days of the observation.

## Appraisers

High School	Penny Armstrong
Junior High	Randy Stuard
Elementary	Elementary Principal
Second Appraiser (if needed)	Lydia Walden

## Appraisal Period

The appraisal period must include all of the days of a teacher's contract, August 18, 2009 to June 3, 2010. Observations must be conducted during the required days of instruction for students during one school year. Excluded are the first three weeks of instruction and the last day of instruction before any official school holiday or any other day deemed appropriate by the school board. Walk-throughs may be done until the last day of instruction.

## Appraisal Observations

September 14, 2009 – June 2, 2010

Excluding these dates:

- 1) September 14<sup>th</sup>
- 2) November 24<sup>th</sup>
- 3) December 18<sup>th</sup>
- 4) January 15<sup>th</sup>
- 5) February 11<sup>th</sup>
- 6) March 12<sup>th</sup>
- 7) April 1<sup>st</sup>
- 8) May 28<sup>th</sup>

## Summative Conferences

April 27<sup>th</sup> to May 11<sup>th</sup>

Teachers may waive the summative conference by submitting a written memo to the principal stating the desire to waive the conference.

## Important Dates

Teacher Self-Report I due no later than the last day of the first three weeks—Sept. 11, 2009

Teacher Self-Report II & III due at least two weeks prior to the summative conference—April 12 - 26, 2010