

**BOARD OF TRUSTEES
AGENDA**

<input type="checkbox"/>	Workshop	<input checked="" type="checkbox"/>	Regular	<input type="checkbox"/>	Special
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- (A) ☐ **Report Only** ☐ **Recognition**

Presenter(s):

Briefly describe the subject of the report or recognition presentation.

- (B) ☒ **Action Item**

**Presenter(s): Samuel Mijares, Asst. Superintendent for Curriculum & Instruction
Lana Harper, Staff Development and Parental Involvement Director**

Briefly describe the action required.

Consider and take appropriate action on the request to approve the updated list of 2013-2014 Teacher Appraisers.

- (C) **Funding source: Identify the source of funds if any are required.**

- (D) **Clarification: Explain any question or issues that might be raised regarding this item.**

EAGLE PASS INDEPENDENT SCHOOL DISTRICT
Professional Development and Appraisal System
Teacher Appraisal Calendar
2013-2014

The annual appraisal of District teachers shall be in accordance with the Professional Development and Appraisal System (PDAS). Observations during the appraisal period must be conducted during the required days of instruction for students during one school year.

Teacher Appraisal Period	August 26, 2013 – June 4, 2014
<p style="text-align: center;">PDAS Orientation</p> <p>Deadline: September 16, 2013</p>	<p>All teachers must be provided a PDAS Orientation no later than the final day of the first three weeks of school and at least three weeks before the first observation.</p> <p style="text-align: center;">New Teacher PDAS Orientation – August 15, 2013</p> <p style="text-align: center;">Orientation for Teachers Not New to the District (Scheduled by Campus)</p> <p>PDAS Training for new teachers who did not attend the session on August 15, 2013 will be scheduled by the District. Additional trainings will be scheduled throughout the year, as needed.</p>
<p style="text-align: center;">Teacher Self-Report, Section I</p> <p style="text-align: center;">Teachers New to the PDAS Deadline: September 6, 2013</p> <p style="text-align: center;">Teachers Not New to the PDAS (three weeks after PDAS Orientation by the Campus) Deadline: September 13, 2013</p>	<p>Must be presented to the Principal:</p> <ul style="list-style-type: none"> - within the first three weeks from the day of completion of the PDAS orientation; - within the first three weeks from the day of completion of the PDAS orientation, for teachers new to the PDAS. - revisions, if necessary, shall be presented to the Principal at least two (2) weeks before the summative annual conference. - new teachers who did not attend the training on August 16, 2012 will submit the self-report, Section I, three weeks from the day of completion of the next PDAS Orientation.
<p style="text-align: center;">Teacher Self-Report Section II & III</p> <p style="text-align: center;">Due: December 13, 2013</p>	<p>Presented to the Principal no later than two weeks before the summative annual conference.</p>

<p>Formal Written Observation</p>	<ul style="list-style-type: none"> • No observations will be conducted: <ul style="list-style-type: none"> - during the first three weeks after the day of completion of the PDAS orientation in the school years when an orientation is required; - during the three weeks after the day of completion of the PDAS orientation for teachers new to the PDAS, - during the first three weeks of instruction in the school years when the PDAS orientation is not required; - on the day before and the day after a school holiday, - days scheduled for end-of-semester or end-of-year examinations, or - state mandated assessments other than standardized tests, or - during the last week of school. <p>Each teacher must be appraised each year except as provided in subsection (1) of §150.1003.</p> <p>The annual teacher appraisal shall include:</p> <ul style="list-style-type: none"> - at least one classroom observation of a minimum of 45 minutes as identified in subsection (g); - a written summary of each observation shall be given to teachers within ten (10) working days after the completion of an observation, with pre-post-observation conference conducted at the request of the teacher or appraiser; - the Formal Written Observation must be scheduled within a one-week window.
<p>Walkthrough Visits September 2013 - May 2014</p>	<p>Walkthrough Visits:</p> <ul style="list-style-type: none"> - are to be used at the discretion of the appraiser, and - documentation is to be shared with the teacher within ten (10) working days.
<p>Second Appraisal September 2013 - May 2014</p>	<p>The second appraisal must be:</p> <ul style="list-style-type: none"> - scheduled within a one-week window. - requested within ten (10) days of receiving the classroom observation feedback.

Advance Notice	A teacher may be given notice of the date or time of an appraisal, but advance notice is not required.
Written Summative Annual Appraisal Report January 6 – May 7, 2014 Deadline: May 14, 2014	The written summative annual appraisal report shall be shared with the teacher: <ul style="list-style-type: none"> - no later than five (5) working days before the summative conference, and - no later than fifteen (15) working days before the last day of instruction for students, with the exception of an appraisal by a second appraiser or other extenuating circumstances.

Alternate Appraiser:

The list of qualified appraisers who may appraise a teacher in place of the teacher's supervisor shall be approved by the Board.

Second Observation Appraiser:

Upon a teacher's request for a second appraiser, the Superintendent or designee shall select the second appraiser from a pre-established roster of trained appraisers.

Attachment: List of Board Approved Appraisers 2013-2014

The Teacher Appraisal Calendar and List of Appraisers were approved by the Board of Trustees on:

**Eagle Pass Independent School District
List of Appraisers
2013 - 2014**

1	Acuña, Sylvia Denise	35	Mijares, Samuel
2	Ainslie, Virginia	36	Molina, Cristina
3	Almaguer, Rogelio	37	Montalvo, Jesse
4	Barcena, Rosalinda	38	Morales, Jose
5	Benavides, Rosanna R.	39	Moreno, Vale
6	Byrne, John	40	Musquiz, Blanca
7	Camarrillo, David	41	Musquiz, Rodolfo
8	Carreon, Rita B.	42	Olivares, Adelita
9	Castillon, Ana Laura	43	Pang-Villa, Aida
10	Castillon, Pedro	44	Riojas, Amalia
11	Chavarria, Sylvia	45	Rodriguez, Olivia
12	Costilla, Jesus Arturo	46	Rodriguez, Veronica C.
13	Cox, John	47	Ramon, Yolanda
14	De la Cruz, Amado	48	Romo, Carmen J.
15	Diaz-Wever, Jesus	49	Ruiz, Lisa G.
16	Escobar, Mario	50	Sahagun, Cynthia
17	Espinoza, Cynthia	51	Salinas, Rolando
18	Even, Rosella C.	52	Sanchez, Gilberto
19	Flores, Antonio	53	Sandoval, Leticia
20	Gonzalez, Delia	54	Salinas, Patrick
21	Gonzalez, Juanita C.	55	Saucedo, Sylvia
22	Guedea, Cynthia	56	Serna, Norma
23	Harper, Lana	57	Soto-Gonzalez, Veronica
24	Hernandez, Jose	58	Spies, Penny
25	Jimenez, Jose Jr.	59	Stanwick, Lydia
26	Jimenez, Maritza	60	Sumpter, Elvira
27	Jimenez, Rosalinda	61	Tapia, Dora
28	Jimenez-Hernandez, Aide	62	Trevino, Eduardo
29	Koenig, Sandra	63	Uriegas, Matthew
30	Lazarski, Luz Annette	64	Valderrama, Rosa I.
31	Lopez, Sandra	65	Villalobos, Jose
32	Martinez, Alma G.	66	Villapando, Rudy
33	Martinez, Maribel	67	Villaseñor, Celia
34	Martinez, Rene	68	Wheeler, Clint