

**ROBSTOWN INDEPENDENT SCHOOL DISTRICT
AGENDA ACTION SHEET**

Date: June 16, 2025

Subject: Discuss and Consider Approval of the 2025-2026 Robstown ISD Appraisal Calendar

Administrator Responsible: Diana L. Silvas

Position: Assistant Superintendent of Human Resources

A. Purpose of Agenda Item:

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Information Only

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Action Needed

B. Authority for this Action:

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Local Policy

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Law or Rule

C. Strategic Objective, Goal, or Need Addressed:

To set timelines for teacher appraisals and required documentation.

D. Summary:

All administrators are required to follow the appraisal calendar when observing teachers.

E. Alternatives Considered:

F. Comments Received:

G. Administrative Recommendation:

That the board approve the 2025-2026 Appraisal Calendar as presented.

H. Fiscal Impact and Cost:

I. Monitoring and Reporting Time Line:

Robstown Independent School District
T-TESS (Texas Teacher Evaluation and Support System) CALENDAR
2025-2026 SCHOOL YEAR

APPRAISAL PERIOD

Wednesday, August 13, 2025 through Thursday, May 22, 2026

WALK-THROUGH VISITS

Walk-through visits may be conducted at any time during the appraisal period.

**T-TESS ORIENTATION FOR NEW TEACHERS OR TEACHERS WHO HAVE NOT PREVIOUSLY
ATTENDED THE INITIAL COMPREHENSIVE T-TESS ORIENTATION**

No later than September 3, 2025

GOAL SETTING & PROFESSIONAL DEVELOPMENT PLAN

August 18, 2025 – September 19, 2025

August 20th – Deadline to submit draft goals to appraiser

September 12th – Deadline for a conference with appraiser

September 19th – Deadline to submit final goals to appraiser

FORMAL OBSERVATIONS

Wednesday, September 4, 2025, through April 13, 2026

(A pre-conference and post-conference will be conducted within 10 working days of a formal observation.)

Formal observations shall be conducted on and between the dates indicated below. Each campus must exclude dates that include the day before or after a student holiday, early release days for students, end of semester or end of year examinations and state-mandated assessments or other standardized tests scheduled for that campus.

OBSERVATION PERIOD BEGINNING		OBSERVATION PERIOD ENDING
Thursday, September 4, 2025	-	Friday, September 19, 2025
Wednesday, September 24, 2025	-	Wednesday, October 29, 2025
Monday, November 3, 2025	-	Wednesday, December 17, 2025
Tuesday, January 6, 2026	-	Friday, February 13, 2026
Wednesday, February 18, 2026	-	Monday, April 13, 2026

LAST DAY TO COMPLETE END-OF-YEAR CONFERENCES

Tuesday, May 5, 2026

LAST DAY FOR APPRAISER TO PROVIDE SUMMATIVE ANNUAL APPRAISAL REPORT TO TEACHER

Monday April 27, 2026

(Due within 10 working days of the conclusion of the end-of-year conference and no later than 15 working days before the last day of instruction)