



Argyle Independent School District
2025-2026
Texas Teacher Evaluation Support System (T-TESS)
Appraisal Calendar

Month	Action	Person(s) Responsible	Required Document
August 1, 2025	T-TESS training for new staff at New Eagle Academy	Learner Services	T-TESS Training Manuals
August 4-11	T-TESS training- Refresher for all returning staff	Campus Principals	T-TESS Training Manuals
August 12 - August 29	*Teacher Self-Assessment and Goal Setting Plan Part 1 due in Eduphoria August 29 *Returning AISD Teachers may only need to make edits to goals established in their EOY prior to submitting.	Teacher	T-TESS Self-Assessment and Goal Setting Form in Eduphoria
August 12 - September 5	*Goal Setting Conferences due September 5	Campus Appraiser	Teacher goals must be approved prior to submission
September 8	Pre-observation Conferences may begin	Appraiser schedules conference	T-TESS Observation Form
September 8 - March 27	*Formal Observations Period *Post-observation conferences must be completed 10 days after a formal observation.	*Appraiser conducts observation and completes the form *Teacher and Appraiser sign form	T-TESS Observation Rubric (Domains 1-3) in Eduphoria
September - April	*Artifacts or evidence for Domain 4 should be collected throughout the year in preparation for EOY conferences that will be held in April and May.	Teacher	Teacher artifacts
March 27 - May 1	*Artifacts and Evidence must be shared with the appraiser at least 10 days prior to the summative conference. *Complete the Teacher Self-Assessment & Goal Setting Part 2 and Professional Development Plan prior to the Summative Conference.	Teacher	Teacher Artifacts Teacher Self-Assessment & Goal Setting Form in Eduphoria
March 27 - May 1	*Summative Conferences scheduled and held by the appraiser * A written summative report must be provided to the teacher within 10 working days after the conclusion of the summative conference, but no later than April 30, 2026 (15 working days prior to the last day of instruction).	*Appraiser schedules conferences and completes forms. *Teacher signs form	T-TESS Summative Form in Eduphoria
May 1, 2026	Deadline for summative conferences completed in Eduphoria	Appraiser	T-TESS Summative Form

- All teachers will receive T-TESS face-to-face training no later than the final day of the first three weeks of school and at least two weeks before the first observation.
- When developing the goal-setting plan, teachers must set two goals for the year. One of the goals must be a student learning objective. The other goal is a professional goal. Both goals must be approved by the assigned appraiser.
- New AISD teachers must receive at least two 45-minute observations. One 45-minute observation must be completed before the principal submits the contract renewal recommendation.
- Observations may not be conducted on days identified in policies DNA (Legal) and DNA (Local).
- T-TESS orientation for late hires will be provided by the campus principals as needed.
- The appraisers for AISD are Shannon Knowles, Dona Lumsden, Holly Williams, Renee Funderburg, Delauren Tullos, Kristen Haynes, Erin Trantham, Jonathan DeLay, Izzy Fowler, Heather Van Noy, Coby Pelt, Laura Rizvi, Phillip Humphries, Leeann Rudolph, Katie Haydin, Hillary Laird, Chandler Putman, Alexa Mouton, Dawn Jordan, and Chris Daniel. Additional appraisers may be added to this list throughout the year as additional administrators are hired.



Argyle Independent School District
2025-2026
Texas Teacher Evaluation Support System (T-TESS)
Appraisal Calendar

T-TESS Appraisal for Probationary Contract Employees:

First-year (new to the profession) teachers on a probationary contract must be evaluated by the campus principal. New to district probationary contract teachers with two or more years of experience can be appraised by the campus assistant principal or principal. Once on a term contract, an employee is eligible to join the 2-year T-TESS cycle according to the last digit of the birth year. If an assistant principal is evaluating any teacher at any time and has a concern, it is expected that the campus principal will conduct at least 1 walkthrough on that teacher, no matter who the assigned appraiser is for that year.

T-TESS Appraisal for Term Contract Employees:

- Cycle A (**starting 2025-26**): Term contract teacher with a teacher ID ending in 0, 1, 2, 3, 4 will be formally appraised.
- Cycle B (**starting 2026-27**): Term contract teacher with a teacher ID ending in 5, 6, 7, 8, or 9 will be formally appraised.

	Cycle A	Cycle B
2025-26	Formal Appraisal for the teacher ID ending: 0, 1, 2, 3, or 4 Formal Appraisal includes: <ul style="list-style-type: none">• PreConf; Observation Cycle; PostConf• PD Plan in STRIVE;• Documented Walk-throughs (2 total; one in the fall and one in the spring)• Student Growth Measure - SLO• EOY Conf for Summative & SLO	No formal appraisal for the teacher ID ending 5, 6, 7, 8, or 9, but the process does include: <ul style="list-style-type: none">• PD Plan in STRIVE;• Documented Walk-throughs (3 total; at least one in fall and one in spring) (must include domains 2-3)• Student Growth Measure - SLO• Modified EOY Conf/Conversation for SLO
2026-27	No formal appraisal for the teacher ending 0, 1, 2, 3, or 4, but the process does include: <ul style="list-style-type: none">• PD Plan in STRIVE;• Documented Walk-throughs (3 total; at least one in fall and one in spring) (must include domains 2-3)• Student Growth Measure - SLO• Modified EOY Conf/Conversation for SLO	Formal Appraisal for the teacher ID ending: 5, 6, 7, 8, or 9 Formal Appraisal includes: <ul style="list-style-type: none">• PreConf; Observation Cycle; PostConf• PD Plan in STRIVE;• Documented Walk-throughs (2 total; one in the fall and one in the spring)• Student Growth Measure - SLO• EOY Conf for Summative & SLO