

T-TESS Appraisal Calendar

2025-26

By August 4, 2025	Appraisal and Student Learning Objectives Orientation
August 25, 2025	First Day for Walkthroughs
September 22, 2025	First Day for Formal Observations. Post Conferences will be held within 10 days of the observation.
By October 8, 2025	Goal Setting & Professional Development Plan Conferences Deadline <i>(required for teachers in their first year of appraisal under T-TESS or teachers new to the district)</i>
By October 10, 2025	Goal Setting & Professional Development Plan Part I Due to Appraiser
By October 27, 2025	All Pre-Assessments for Student Growth administered
December 5, 2025	Last Day for Formal Observations <i>(Probationary & Ongoing Intervention Plan Teachers)</i>
April 10, 2026	Last Day for Formal Observations <i>(Term Contract Teachers)</i>
By April 10, 2026	Goal-Setting and Professional Development Plan Part II and Domain IV Evidence due to Appraiser
By May 15, 2026	All Post-Assessments for Student Growth administered
May 15, 2026	End-of-Year Conference/Summative Annual Appraisal Report Deadline <i>*Written Summative Annual Appraisal must be given to teacher within 10 days following the end-of-year conference</i>



Michael Walker	Superintendent
Clint Coyne	Chief Operations Officer
Lynn Phillips	Chief Academic Officer
Joel Windham	Principal, JHS
Troy Tatum	Assistant Principal, JHS
Courtney Braddock	Principal, JJHS
Tim Phy	Principal, JMS
Lindsey Whitaker	Assistant Principal, JMS and JJHS
Wendy Shelton	Academic Dean of Instruction, JJHS
Terry Johnson	Principal, JES
Michael Baysinger	Assistant Principal, JES
Mitzi Neely	Teacher Support Specialist, JISD

The Appraisal Calendar

- ✓ Shall exclude the first three weeks of instruction. Teachers will submit their professional growth plan to their appraiser for feedback and final approval during this period.
- ✓ Shall prohibit formal observations on the last day of instruction **before** any official school holiday and on the first day of instruction **after** a holiday.
- ✓ Shall provide that the appraisal process be completed 15 working days before the last day of instruction for students.
- ✓ Shall exclude days scheduled for end-of-semester or end-of-year examinations.
- ✓ Shall exclude days scheduled for STAAR, EOC, or other standardized tests.
- ✓ **NO FORMAL T-TESS OBSERVATIONS SHOULD TAKE PLACE AFTER APRIL 10 2026.**

Teacher Goal-Setting and Professional Development (GSPD) Plan

All teachers, including teachers on a waiver, shall submit a GSPD plan to campus administrators by October 8, 2025 for feedback and approval.

GSPD End-of-Year conference April 10-May 15, 2026

Reminders

May 15, 2026 Last day to complete the entire appraisal process

- ✓ All first year teachers and teachers new to the district shall be evaluated during the first semester of employment.
- ✓ **Walkthroughs** may be conducted and cumulative data may be obtained **on any day and at any time** throughout the school year.
- ✓ Any documentation that would affect a teacher's score shall be shared with the teacher within 10 working days. A summative conference shall be conducted to advise the teacher of any change in the final observation score.
- ✓ *The implementation of T-TESS represents a commitment to continuous improvement.*