

# PERSONNEL

## PDAS APPRAISAL CALENDAR 2008-2009

### Coppell Independent School District

DATE	EVENT
August 15, 2008	PDAS Orientation for new teachers
August 25, 2008	First day of instruction
September 1, 2008	Labor Day Holiday
September 8, 2008	Last day to submit Teacher Self-Report (TSR) Section I (no later than 3 wks. after orientation)
September 11, 2008	PDAS Orientation Make-up (Teacher Self-Report (TSR) Section I must be submitted no later than 3 wks. after orientation)
October 6, 2008	Formal observation may begin (no earlier than 3 wks. after orientation)
October 10, 2008	No formal observation permitted
October 13, 2008	School Holiday
October 14, 2008	No formal observation permitted
November 21, 2008	No formal observation permitted
November 24-28, 2008	Thanksgiving Holidays
December 1, 2008	No formal observation permitted
December 19, 2008	No formal observation permitted
December 22, 2008-January 2, 2009	Winter Break
January 5, 2009	Students & staff return/No formal observation
January 19, 2009	Staff Development/Student Holiday
March 13, 2009	No formal observation permitted
March 16-20, 2009	Spring Break
March 23, 2009	No formal observation permitted
April 10 & April 13, 2009	Bad Weather Days
April 29, 2009	Last day for submitting Sections II & III of Teacher Self-Report (TSR); at least 2 wks. prior to summative conference
May 6, 2009	Last day for formal observations (no later than 20 working days before the last day of instruction)
May 13, 2009	Last day to conduct summative annual conference for staff with renewed contracts (no later than 15 working days before the last day of instruction)
May 25, 2009	School Holiday
June 4, 2009	Last day of instruction
June 26, 2009	All written summative reports submitted to Human Resources Office

\*Documentation shared with teacher within 10 working days\*

**To be submitted to Board of Trustees for approval on 8/18/08**