

# CISD APPRAISAL CALENDAR 2014-2015

Coppell Independent School District

July 31, 2014	Administrator Training on CISD Educator Appraisal Instrument
August 18 – 22, 2014	CISD Educator Training on CISD Educator Appraisal Instrument
August 25, 2014	First day of instruction
September 1, 2014	Labor Day Holiday
September 2 - October 3, 2014	Goal Setting Conferences with Appraiser
October 6 - November 20, 2014	Suggested Fall 20 Minute Formal Observation
November 21, 2014	No formal observation permitted
November 24 - 28, 2014	Thanksgiving Holidays
December 1, 2014	No formal observation permitted
December 2, 2014 – February 27, 2015	Suggested Winter 20 Minute Formal Observation
December 19, 2014	No formal observation permitted
December 22 - Jan 2, 2015	Winter Break
January 5, 2015	Staff returns/No formal observation
March 2 - May 1, 2015	Suggested Spring 20 Minute Formal Observation
March 6, 2015	No formal observation permitted
March 9 - 13, 2015	Spring Break
March 16, 2015	No formal observation permitted
April 3, 2015	Weather Day
April 24, 2015	Last Day to Submit Summative Reflection to Appraiser
May 1, 2015	Last day for formal observations (no later than 20 working days before the last day of instruction)
May 8, 2015	Last day to conduct summative annual conference (no later than 15 working days before the last day of instruction)
May 25, 2015	School Holiday
June 4, 2015	Last day of classes
June 5, 2015	Weather Day
June 6, 2015	Professional Learning
June 30, 2015	All written summative reports submitted to Human Resources Office

\*Share documentation with teacher within 10 working days \* Staff hired during the 2014-2015 school year must be trained within 3 weeks of hire (Contact Deana Harrell to schedule a training)

\* Board Approval scheduled for **7-28-14**

\*For CISD Appraisal purposes, the last day of “instruction” is May 29, 2015