

**BOARD OF EDUCATION
BEEVILLE INDEPENDENT SCHOOL DISTRICT**

Date: November 17, 2009

Subject: Appraisal Calendar

Submitted By: Nancy Jones

ACTION

BACKGROUND INFORMATION: Due to the changes made in secondary administration, changes to the list of appraisers approved by the Board of Trustees is needed. The list is included with the calendar and reflects the changes made in administration at AC Jones High School and The Academy at Madderra.

ITEMS ADDRESSED:

Appraisal Calendar and List of Approved Appraisers

RECOMMENDED ACTION:

Approval of Appraisal Calendar and List of Approved Appraisers

BUDGETARY INFORMATION:

None

Beeville Independent School District
DISTRICT-WIDE CALENDAR FOR APPRAISAL OF ALL PROFESSIONAL STAFF
2009-2010 Appraisal Calendar

| | |
|---|---|
| Teacher Orientation | By September 11, 2009 (Teachers who move into the district after August 24 must have orientation no later than 3 weeks before observation.) |
| Teacher Self Report (Section I) | October 2, 2009, or within 3 weeks after Teacher Orientation |
| Teacher Self Report (Section II) | At least 2 weeks before Annual Summative Conference |
| Appraisal Period | All of the days of the professional's contract |
| Classroom Observations | Unscheduled for a minimum of 45 minutes |
| Written Observation Summary | Within 10 working days of observation |
| Second Appraisal | A teacher may request within 10 working days after receiving a Written Observation Summary or Annual Summative Report with which he/she disagrees |
| Intervention Plans | At discretion of Appraiser when rating is "Below Expectations" or "Unsatisfactory" |
| Consult with Superintendent Regarding Individuals with Tenuous Status | By January 22, 2010 |
| Begin Informing Teachers of Annual Summative Conference Schedule | January 29, 2010 |
| Walk through completion date (Conduct and submit required paperwork for at least two documented walk throughs for every classroom teacher) | March 5, 2010 |
| Conduct Annual Summative Conferences | On or before May 7, 2010 |
| Completion of Teacher Self Report (Sections II and III) | At least 2 weeks before summative conference |
| No observations to be conducted on these dates: | First two weeks of instruction Tuesday, November 24, 2009 Wednesday, Thursday and Friday, December 16, 17, 18, 2009 Friday, March 12, 2010 |

All contract people will be evaluated by contract time.
Revised October, 2009

BEEVILLE INDEPENDENT SCHOOL DISTRICT
2009-2010 Teacher Appraisers

The following persons are proposed as teacher appraisers for the 2009-2010 school year:

| <u>School</u> | <u>Teacher Supervisor</u> | <u>Other Appraisers</u> |
|------------------------------------|--|---|
| A.C. Jones | Jaime Rodriguez Pat Seals Deborah Del Bosque Dee Dee Bernal | Deborah Del Bosque Pat Seals Cindy Clendennen Margie Awalt |
| The Academy at Madderra (LRC) | Al Alvarado | Margie Awalt Cindy Clendennen |
| Moreno | Jean Blankenship Hank Looney Annette Sanchez | Veronica Alaniz Cindy Clendennen Hank Looney Annette Sanchez |
| R.A. Hall | Martina Villarreal Melinda Leal | Melinda Leal Cindy Clendennen |
| FMC | Joni Barber Becky Williams | Becky Williams Cindy Clendennen |
| Thomas Jefferson | Sarah Jaure Debbie Fulton | Debbie Fulton Cindy Clendennen |
| Hampton-Moreno-Dugat | Belinda Aguirre | Mayo Alvarado Cindy Clendennen |
| Special Education Central Staff | Cindy Clendennen | Nancy Jones |

Board approval for these assignments is requested. Although "Other Appraisers" are listed by campus, they are "Other Appraisers" for the district and could be utilized on other campuses if needed. If a position is vacated, the person filling the position will become the approved appraiser.