



Duncanville ISD

T-TESS Calendar 2025–2026

Board Policy DNA

All teachers will have at least one 45 minute observation

APPRAISAL ACTIVITIES	Dates		
<ul style="list-style-type: none"> T-TESS Orientation for new teachers to the district T-TESS orientation must be completed for anyone hired after July 31st within 3 weeks of their hire date. Contact the Director of Professional Development. 	August 15, 2025		
Campus T-TESS Training for all teachers. The refresher course for returning teachers must be completed in Safe Schools by the due date.	August 29, 2025		
Formal walkthroughs begin for ALL teachers	September 3, 2025		
<u>Goal-Setting and Professional Development Plan conference</u> <ul style="list-style-type: none"> First year or new to district teachers will have their initial conference Returning teachers finalize goals established at the EOY conference 	August 1- September 19, 2025		
Deadline for submitting revised (returning teachers) and new Goal Setting Professional Development Plans (GPSD)	September 19, 2025		
Category 1 Teachers (Non- TIA Eligible)			
T-TESS formal observations begin for Category 1 Teachers	September 3, 2025 - April 10, 2026		
Category 2 Teachers (TIA Eligible Teachers Phase 1 and 2)			
T-TESS formal observations begin for Category 2 Teachers <table style="width: 100%; border: none;"> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> PK4 Reading K-8th , Reading and Math K-6th Bilingual, Reading and Math 5th & 8th Science </td><td style="vertical-align: top;"> <ul style="list-style-type: none"> 8th-12th, Algebra 1 9th-12th, English 1, English 2 HS Biology </td></tr> </table>	<ul style="list-style-type: none"> PK4 Reading K-8th , Reading and Math K-6th Bilingual, Reading and Math 5th & 8th Science 	<ul style="list-style-type: none"> 8th-12th, Algebra 1 9th-12th, English 1, English 2 HS Biology 	January 12, 2026 - April 10, 2026
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Non Observation Dates			
<table style="width: 100%; border: none;"> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> October 9 & 20 November 21 & Dec. 1 December 19 & Jan.6 </td><td style="vertical-align: top;"> <ul style="list-style-type: none"> January 16 & 20 March 12 & 23 </td></tr> </table> <ul style="list-style-type: none"> Days scheduled for end of semester or end of year examinations for teachers administering the exam The last instructional day prior to the administration of the educator's standardized test During administration of standardized tests for which the educator is administering 		<ul style="list-style-type: none"> October 9 & 20 November 21 & Dec. 1 December 19 & Jan.6 	<ul style="list-style-type: none"> January 16 & 20 March 12 & 23
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APPRAISAL ACTIVITIES	Dates
Minimum of 1 documented formal walkthrough completed on ALL teachers.	December 18, 2025
Deadline to complete the 45 minute formal observations on ALL teachers	April 10, 2026
<ul style="list-style-type: none">Summative End of Year Conference should not take place prior to Spring Break (March 16 - 20, 2026)Deadline for All T-TESS End of Year Summative Appraisal Reports and Post Conferences to be completed	April 24, 2026

Appraisal Procedures

Board Policy DNA

Formal Observations	All teachers will be appraised annually.
Pre - Conference	Pre-conferences are locally required for all formal observations.
Post - Conference	An observation post-conference shall be conducted within ten working days after the completion of an observation.
Written Summative Annual Appraisal	A written summative annual appraisal report to be provided to the teacher within ten working days of the conclusion of the end-of-year conference.
Informal walkthroughs	May be conducted at anytime
Formal walkthroughs and additional observations	Additional observations and walkthroughs do require a written summary if the data gathered during the additional observation or walkthrough will impact the teacher's summative appraisal ratings, in which case the written summary shall be shared within ten working days after the completion of the additional observation or walkthrough.
Edugence	All evaluations and walkthroughs should be submitted in Edugence by the required deadlines listed above with the appraiser and appraisee signatures on the document.
Late hires	Exclude observations in the two weeks after the day of completion of the T-TESS orientation for all teachers.