

COPPELL INDEPENDENT SCHOOL DISTRICT APPRAISAL CALENDAR 2025-2026

Purpose: To formalize what highly effective teachers do, to develop habits of self-assessment, reflection, and adjustment and to build a collaborative, supportive culture.

The appraisal calendar shall exclude formal observations by the appraiser until August 18, 2025 and formal observations may not occur after March 27, 2026, the day before and the day after a school holiday, days scheduled for state-mandated assessments, or other standardized tests.

August 13, 2025	First day of instruction
August 13 – September 26, 2025	Window for Goal Setting/ SLO/Professional Development Plan Conferences w/Appraiser (required for educators in his/her first year of T-TESS or new to the District). Goal Setting is required for ALL district employees.
August 18, 2025	First day for formal observations begins, or two weeks after the day of completion of the T-TESS orientation
August 18, 2025 – March 31, 2026	Window for Formal Observations. At least 45 minutes in length and one per school year required. Pre-conference is required for educators new to the campus. Post-conference required for all educators within 10 business days of the formal observation.
September 1, 2025	Holiday (No formal observations before or after a school holiday)
October 13, 2025	Holiday (No formal observations before or after a school holiday)
November 24-28, 2025	Holiday (No formal observations before or after a school holiday)
December 19, 2025 - January 2, 2026	Holiday (No formal observations before or after a school holiday)
January 19, 2026	Holiday (No formal observations before or after a school holiday)
March 16-20, 2026	Holiday (No formal observations before or after a school holiday)
March 27, 2026	Last day to conduct formal observations.
March 30-April 24, 2026	Window for End of Year Conferences. Required for all educators 15 business days prior to the last day of instruction.
June 12, 2026	All summative evaluation reports entered into Power Schools Perform and documentation spreadsheets sent to HR.

*Share documentation with teacher within 10 business days

* Staff hired during the 2025-2026 school year must be trained within 3 weeks of being hired

*For CISD Appraisal purposes, the last day of "instruction" is May 15, 2026