



Edinburg Consolidated Independent School District Texas Teacher Evaluation and Support System (T-TESS) Appraisal Calendar 2018-2019

1	Conduct T-TESS Orientation for first year Teachers and New Teachers to ECISD	Trainer of Trainers	August 6-9, 2018
2	Conduct T-TESS Orientation for all other new Teachers to ECISD	Principals	August 20-22, 2018
3	New Teachers to the campus must submit a Teacher Goal-Setting and Professional Development Plan for the 2018-2019 school year.	Teachers/Principals	October 5, 2018
4	All Teachers must submit the Student Learning Objectives form and the Student Growth Tracker form for targeted students for the 2018-2019 school year (including teachers on waivers).	Teachers/Principals	October 5, 2018
5	T-TESS appraisers must review and approve the goals, professional development plan, and the Student Learning Objective (SLO) for ALL teachers (including teachers on waivers).	Teachers/Principals	October 8, 2018
6	Beginning of T-TESS Observation Window	Teachers/Principals	October 8, 2018
7	Student Learning Objective (SLO) progress; Check-in #1	Teachers/Principals	October 22, 2018 - November 9, 2018
8	Pre Conference Recommended before Formal Observation	Teachers/Principals	October 8, 2018 – March 1, 2019
9	Mid-Year Conference-Discuss progress of goals (Include Student Learning Objective (SLO); mid-year progress-Check-in #2).	Teachers/Principals	December 2018 – January 2019
10	Formal Observation	Teachers/Principals	October 8, 2018 – March 1, 2019
11	Post-Conference	Teachers/Principals	Within 10 working Days after Formal Observation (Recommended: Within 2 days)
12	End of Year Conference NOTE: Teachers Must complete part II “Goal Setting” for current year, and set goals for next school year (2019-2020). Additionally, review and finalize Dimension 17; Student Learning Objective (SLO); End of year.	Teachers/Principals	March 8, 2019
13	Written Summative Annual Appraisal Report	Principals	Within 10 Working Days after End of Year Conference and no later than March 29, 2019
14	End of T-TESS Observation Window	Principals	March 29, 2019
15	Submit Summative T-TESS Appraisals for all Teachers to the Personnel Office	Principals	April 2, 2019
16	Teachers on waivers must have a modified end of year conference that addresses part II “Goal Setting” for current year and set goals for next school year (2019-2020). Additionally, all teachers on waivers will review and finalize Dimension 17; Student Learning Objective (SLO); End of year.	Teachers/Principals	May 8, 2019

OBSERVATION DATE LIMITATIONS

Board Approved 6-26-18

Observations cannot be conducted on the following days as per Board Policies DNA (Legal) and DNA (Local):

- Last day before a holiday:
 - November 16, 2018
 - December 21, 2018
 - March 8, 2019
 - April 18, 2019

- Day after a holiday:
 - November 26, 2018
 - January 8, 2019
 - March 18, 2019
 - April 22, 2019