

Contract Language on Performance Evaluation

The contract establishes **timelines** for Self-Directed Growth Plans and Developing Educator Plans and minimum numbers of **announced and unannounced observations** for each plan. Announced observations must be followed by a post-conference. It is suggested that announced observations last for at least 30 minutes, and that unannounced observations last for at least 10-15 minutes.

Type of Educator Plan	Announced observations	Unannounced observations	Required Dates
Self-Directed Growth Plan 1 school year*	None required	1	Oct. 1: Educator submits self-assessment & proposes 2 goals Nov. 1: Evaluator completes educator plans by approving goals & action steps May 15: Evaluator completes Summative Evaluation Report June 1: Evaluator meets with educators whose overall Summative Evaluation ratings are moved from Proficient or Exemplary to Needs Improvement or Unsatisfactory
Directed Growth Plan Less than 1 school year	None required	2	Dates are established in educator plan.
Improvement Plan 30 calendar days to 1 school year	1	2 if plan is less than 6 months 4 if plan is between 6 months and 1 year	Dates are established in educator plan.
Developing Educator Plan 1 school year	1	4	Oct. 1: Evaluator meets with 1 st year educators to assist with self-assessment and goal-setting. Other dates are same as above for 1-year Self-Directed Growth Plan.

Please note: EDFS will manage any required timelines and details, such as: completing one observation of all educators by Nov. 15, meetings with educators new to the school, scheduling post-conferences within 5 days of announced observations, uploading observation feedback within 5 days of an observation, and notifying educators 2 weeks prior to a Formative Assessment / Formative Evaluation and 4 weeks prior to Summative Evaluation.

*For 2-year Self-Directed Growth Plans, the same dates will apply in 2014.