

## NORTH CAROLINA TEACHER & LICENSED SUPPORT STAFF EVALUATION PROCESS TIMELINE

<b>DATE:</b>	<b><u>Comprehensive Evaluation Cycle</u></b> [Less than three (3) years employment]	<b><u>Standard Evaluation Cycle</u></b> [More than three (3) years employment]	<b><u>Abbreviated Evaluation Cycle</u></b> [More than three (3) years employment]
	<i>Three (3) Formal by Principal/AP/LT and One (1) Formal by Peer</i>	<b><u>Renewal Year</u></b> [License expires 6.30.2016]  <i>Three (3) Observations, One (1) Must Be Formal</i>	<b><u>Non-renewal Year</u></b> [Includes retirees]  <i>Two (2) Observations on Standards 1 &amp; 4, May Be Formal or Informal</i>
<b>Aug 21</b>	Principal to Verify & Assign Evaluation Plan Type & PDP Type		
<b>Sept 4</b>	<b>Teacher Orientation &amp; Self-Assessment</b>		
<b>Sept 30</b>	<b>PDP Initial Review</b>		
<b>Oct 30</b>	Pre-Conference (Before first observation only)	Pre-Conference (Before first observation only)	Pre-Conference (Before first observation only)
<b>Nov 13</b>	Formal (“Full”) Observation (Post-conference within 10 days)	Formal (“Full”) Observation (Post-conference within 10 days)	Abbreviated Observation (Standards 1 and 4 only. Post-conference required only if ratings indicate)
<b>Jan 29</b>	Formal (“Full”) Observation (Post-conference within 10 days)	Abbreviated Observation (Post-conference required only if ratings indicate)	-
<b>Feb 12</b>	<b>PDP Mid-Year Review</b>		
<b>April 15</b>	Formal (“Full”) Observation (Post-conference within 10 days)	-	-
<b>Apr 29</b>	Formal (“Full”) Observation by Peer	-	-
<b>May 13</b>	<b>BT Summary Rating Form, PDP End-of-Year Review, and Annual BTSP Documentation Due</b>	Abbreviated Observation (Post-conference required only if ratings indicate)	Abbreviated Observation (Standards 1 and 4 only. Post-conference required only if ratings indicate)

June 10	-	<b>Summary Rating Form</b>	<b>Summary Rating Form</b> (Standards 1 and 4)
June 10	<b>PDP End-of-Year Review</b>		

*Formal ("Full") Observations shall last at least 45 minutes or an entire class period.*  
*Abbreviated Observations must be for a minimum of 20 minutes in one sitting.*