



**CONROE**

INDEPENDENT SCHOOL DISTRICT

*Committed to Excellence*

# 2015-2016 Appraisal Calendar

4/2/15

## Timeline

- The appraisal period for each teacher includes all of the days of a teacher's contract.
- Observations during the appraisal period shall be conducted during the required days of instruction for students during one school year.

### **X** Non-Observation Days

Observations are excluded

- The first three weeks of instruction for teachers who are appraised by PDAS and who have been PDAS trained
- The three weeks following the day of completion of the PDAS orientation for teachers new to PDAS
- The day before and the day after official school holidays
- The days scheduled for end-of-semester and end-of-year examinations. (See campus test schedule)
- The days scheduled for STAAR or other standardized tests

### Written Summary

A written summary of the observation is provided to the teacher within 10 working days.

### Teacher Self Report

- The TSR Part I is due no later than three weeks after PDAS orientation.
- TSR Parts II and III are due at least two weeks prior to the Summative Conference.

### ★ Summative Annual Report

The last day to provide a copy of the Summative Annual Report to the teacher is five days prior to the Summative Annual Conference (May 4, 2016).

### ▲ Summative Annual Conference Period

The Summative Annual Conference Period ends no later than 15 working days before the last day of instruction for students (May 11, 2016).

### Important Dates

**September 15, 2015:** Deadline for teachers who are not new to PDAS to submit TSR Part I

**September 15, 2015:** Earliest possible date for an observation

**April 27, 2016:** Last day to submit TSR Parts II and III to appraiser

**May 4, 2016:** Last day to provide Summative Annual Report to teacher

**May 11, 2016:** Last day for all Summative Annual Conferences to be completed

### Students

Starting date ..... August 24  
Ending date ..... June 2

### Staff

Starting date ..... August 14  
Ending date ..... June 3

### Student Holidays

Labor Day ..... September 7  
Thanksgiving ..... November 23-27  
Winter Break ..... Dec. 21 - Jan. 4  
Martin Luther King ..... January 18  
Presidents' Day ..... February 15  
Spring Break ..... March 14-18  
Holiday ..... March 25  
Memorial Day ..... May 30

August 2015						
S	M	TU	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	X					

September 2015						
S	M	TU	W	TH	F	S
		X	X	X	X	5
6	7	X	X	X	X	12
13	14	X	X	X	X	19
20	21	22	23	24	25	26
27	28	29	30			

October 2015						
S	M	TU	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2015						
S	M	TU	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2015						
S	M	TU	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2016						
S	M	TU	W	TH	F	S
					1	2
3	4	X	6	7	8	9
10	11	12	13	14	15	16
17	18	X	20	21	22	23
24	25	26	27	28	29	30
31						

February 2016						
S	M	TU	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	X	17	18	19	20
21	22	23	24	25	26	27
28	29					

March 2016						
S	M	TU	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	X	22	23	24	25	26
27	X	29	30	31		

April 2016						
S	M	TU	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2016						
S	M	TU	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	X				

June 2016						
S	M	TU	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2016						
S	M	TU	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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For information about Title IX rights or Section 504/ADA rights, contact the Title IX Coordinator or the Section 504/ADA coordinator at 3205 W. Davis, Conroe, TX 77304; (936) 709-7752.

Holiday	Workday for staff (Student holiday)	Staff development (Student holiday)	Inclement weather day (Workday)	Inclement weather day (Staff development)	Early release (students)