DEPARTMENT of EDUCATION
louisiana Believes

Evaluation System Timeline 2021-2022			Actions by User Type		
System	Compass Activity	Suggested Timespan	Administrators and Supervisors (district compass contact, school supervisor)	Principals and Evaluator (principal, evaluator, and assistant principal)	Employees (teacher, counselor, librarian)
CIS (Compass Information System)	CIS Opens for the School Year	9/10/21-8/5/22	Update Compass Rosters: -Add new employees -Assign rubrics and evaluators for the current year	n/a	
	Set SLTs	9/10/21 -12/1/21	Monitor SLT completion	Review and Accept SLTs	Set SLTs
	Conduct Observations	9/10/21-5/2/22	Monitor Observation Progress	Conduct Observations	Review Observations
	Rate SLTs	12/1/21-5/20/22	Monitor SLT completion	Rate SLTs	Report Results of SLTs
	Complete Evaluation Ratings*	1/1/22-8/12/22	Ensure all scores are uploaded in CIS	Complete observations and assess student outcomes ratings	Review observation data and feedback
	Final Evaluation Scores Calculated	For non-VAM teachers, available in Compass when the evaluation has been completed. For VAM teachers, available after VAM results are loaded.			
Roster Verification (Formerly CVR)	Roster Verification View-Only Period	TBD	Submit roster data corrections	Review roster data	Review roster data
	Roster Verification Open Correction	TBD	Monitor roster verification	Verify rosters	