

**Educator Evaluation Timeline 24-25**

	<b>Activity</b>	<b>Completed by</b>
<b>PTS and Non-PTS Educators</b>	Annual review of teacher evaluation process (during Mentor/Mentee meeting, with PTS educators invited to join)	October 11, 2024
<b>Non-PTS Educators</b>	<b>Evaluator</b> meets with teachers <i>without</i> professional status to assist in self-assessment and goal setting process	October 18, 2024
<b>PTS Educators</b>	<b>Evaluator</b> meets with teachers <i>with</i> professional status individually or in teams to establish educator plans	October 31, 2024
<i>Evaluator</i>	Evaluator completes Directed Growth Plan	October 31, 2024
<b>PTS and Non-PTS</b>	<b>Educator</b> signs goal setting forms	November 1, 2024
<i>Evaluator</i>	Evaluator completes (signs) educator plan forms	November 8, 2024
<b>Non-PTS Educators</b>	<b>Evaluator</b> completes first observation of each non-PTS educator	December 1, 2024
<b>Non-PTS Educators</b>	<b>Educators</b> on one-year plans submit evidence of progress toward SMART goal(s) and standards	January 10, 2025
<b>PTS Educators</b>	<b>Evaluator</b> completes at least one observation of PTS educators by this date.	February 1, 2025
<b>Non-PTS Educators</b>	<b>Evaluator</b> completes mid-year Formative Assessment Report for educators on one-year educator plans	February 7, 2025
<b>Non-PTS Educators</b>	<b>Evaluator</b> holds Formative Assessment meetings with other educators as requested or needed	February 28, 2025 (Vacation Week) should be 3rd Friday, but pushed forward due to vacation
<b>PTS and Non-PTS</b>	<b>Educator</b> uploads all/any evidence for Summative Evaluation and goals (Non-PTS educators and PTS educators in Year 2 of 2)	May 2, 2025
<b>PTS and Non-PTS</b>	<b>Evaluator</b> completes all observations	May 9, 2025

**Plainville Public Schools:****Educator Evaluation**

	<b>Activity</b>	<b>Completed by:</b>
<b>PTS Educators</b>	<b>Educator</b> uploads all/any evidence for Formative Evaluation and goals (for PTS Educator in Year 1 of 2)	May 16, 2025
<b>PTS and Non-PTS</b>	<b>Evaluator</b> completes Formative and Summative Evaluation Reports <ul style="list-style-type: none"> <li>● Formative for PTS Educators in Year 1 of 2</li> <li>● Summative for Non-PTS educators</li> <li>● Summative for PTS Educators in Year 2 of 2</li> </ul>	May 30, 2025
<b>PTS Educators</b>	Evaluator meets with educators whose overall ratings are Needs Improvement or Unsatisfactory	June 6, 2025
<b>PTS Educators</b>	Evaluator or educator, upon request, meets with educators whose overall ratings are Proficient or Exemplary	Five (5) days upon receipt
<b>PTS Educators</b>	Evaluator meets with educator whose overall rating is Unsatisfactory to develop an Improvement Plan	June 20, 2025
<b>PTS and Non-PTS</b>	Educators sign Summative Evaluation Reports and add responses, if any. Additional written responses may be submitted to the Superintendent by the end of June.	Five (5) days upon receipt