

Timeline for Non-Tenured Teachers

Who?	When?	What?	Resources?
Non-Tenured Teachers	AUGUST - By the last school day in August	Understanding the Teacher Performance Appraisal	Overview of the TPA Performance Standards and Indicators Performance Rubrics External Professional Standards Developing Professional / SMART Goals Documenting and Analyzing Student Learning Learning Walks Overview Learning Walks Tool
Non-Tenured Teachers	AUGUST - By the last school day in August	Understanding the Teacher Performance Appraisal	TPA Timeline Activities (Non-Tenured) Power Standards (Non-Tenured) Executive Summary (Non-Tenured)
Non-Tenured Teachers	SEPTEMBER - By the last school day in September	Self-Assessment, Reflection, and Goal Setting	Teacher Self-Assessment NT (A4NT) OR Teacher Self-Assessment Summary (A5) Teachers Goals (B2) OR Goal Progress Review (B3) OR Student Academic Progress Goal Development Worksheet (B4) Guidelines for Work Sample Elements

			<p>Guidelines for a Professional Presentation</p> <p>Guidelines for Professional Digital Portfolio (COMING SOON)</p>
Non-Tenured Teachers	NOVEMBER - By the last school day in November	Formal Observation	<p>Performance Data Collection Checklist (C7NT) OR</p> <p>Performance Data Collection Narrative (C8)</p>
Non-Tenured Teachers	DECEMBER - By the first school day in December	Five Learning Walks Recorded	<p>Learning Walks Overview</p> <p>Learning Walks Tool</p> <p>Evaluation Grid OR Evaluation Grid Combined (EXCEL)</p>
Non-Tenured Teachers	DECEMBER - By Winter Break	Mid-Year Checkpoint	<p>Interim Performance Appraisal (C10) for Year 1 OR Year 2 OR Year 3</p> <p>Learning Walks Data Trend Summary, Optional (C6)</p> <p>Teacher Goals (B2) OR Goal Progress Review (B3) OR Student Academic Progress Goal Development Worksheet (B4)</p>
Non-Tenured Teachers	OCTOBER to JANUARY - During Q2	<p>Student Surveys Administered during Q2</p> <p>Non-Tenured - Years 1, 2, 3</p>	Student Surveys
Non-Tenured Teachers	FEBRUARY - By the end of the second full week in February	Unannounced Observation	<p>Performance Data Collection Checklist (C7NT) OR</p> <p>Performance Data Collection</p>

			Narrative (C8)
Non-Tenured Teachers	MARCH - By the end of the second full week of school in March	Suggested Checkpoint	Learning Walks Data Trend Summary, Optional (C6) Teacher Goals (B2) OR Goal Progress Review (B3) OR Student Academic Progress Goal Development Worksheet (B4) Performance Improvement Plan (C11)
Non-Tenured Teachers	JUNE - By the first school day of June	Final Performance Appraisal	Learning Walks Overview Learning Walks Tool Learning Walks Data Trend Summary, Optional (C6) Teacher Goals (B2) OR Goal Progress Review (B3) OR Student Academic Progress Goal Development Worksheet (B4) Guidelines for a Professional Presentation Final Performance Appraisal (C9NT1 for 1st Year Non-Tenured) OR (C9NT2 for 2nd Year Non-Tenured)
Non-Tenured Teachers	JUNE - By June 15th	Notice of Non-Renewal	Completed by Human Resources, if applicable