

Outline of Evaluation Process for Educators

Summative Evaluation for Provisional Educators

Twice a year – November 15 and March 15

At least one formal observation for each summative evaluation

Student Growth and Stakeholder Input are required for the March 15 evaluation, but not for the November 15 evaluation

Goal setting conference at beginning of year - including Stakeholder Input goal – and recorded in Frontline on the Professional Growth Plan as part of the PG&E process	
November 15 Evaluation	
	At least one formal observation (at least 20 minutes in length)
	Post observation conference/debriefing for each observation made
	Complete Summative Evaluation Summary
Professional Growth Plan Mid-Year Report	
March 15 Evaluation	
	At least one formal observation (at least 20 minutes in length)
	Post observation conference/debriefing for each observation made
	Stakeholder Input
	Student Growth
	Complete Summative Evaluation Summary
Profession Growth Plan Year-End Report	

Summative Evaluation for Career Educators who are relicensing

One summative evaluation during their re-licensure year by May 15

Observed twice a year

Goal setting conference at beginning of year - including Stakeholder Input goal – and recorded in Frontline on the Professional Growth Plan as part of the PG&E process	
Fall Semester	
	At least one formal observation (at least 20 minutes in length)
	Post observation conference/debriefing for each observation made
Professional Growth Plan Mid-Year Report	
May 15 Evaluation	
	At least one formal observation (at least 20 minutes in length)
	Post observation conference/debriefing for each observation made
	Stakeholder Input
	Student Growth
	Complete Summative Evaluation Summary
Profession Growth Plan Year-End Report	

Formative Evaluation for Career Educators who are not relicensing

Observed twice a year

Goal setting conference at beginning of year - including Stakeholder Input goal – and recorded in Frontline on the Professional Growth Plan as part of the PG&E process	
Fall semester	
	At least one formal observation (at least 20 minutes in length)
	Post observation conference/debriefing for each observation made
Professional Growth Plan Mid-Year Report	
Spring Semester	
	At least one formal observation (at least 20 minutes in length)
	Review Stakeholder Input goal
	Post observation conference/debriefing for each observation made
Profession Growth Plan Year-End Report	