

## Ohio Teacher Evaluation System - Annual Implementation Timeline

<u>DATE</u>	<u>ACTIVITY</u>	<u>RESPONSIBILITY</u>
August	<b>Highly Effective Teaching Self-Assessment, SGM, Refinement Area from previous year Professional Goal Setting Tool</b>	Teacher
August-September	Begin planning for types of artifacts/evidence to collect throughout academic year for <b>Data Collection Tools</b> - Professional Responsibility & Growth and Collaboration and Communication Develop an understanding of the Seven Ohio Standards for Professional Educators and Teacher Performance Evaluation	Teacher
By September 11	Notification to individuals being formally evaluated	Evaluator
By September 18	If rated Accomplished in the most recent OTES evaluation, notification of evaluator choice given principal	Teacher
By September 22	Send Greg Hennes list of those teachers who have selected to be evaluated by a member of the CO pool	Principal
September / December (prior to winter break)	<b>Schedule</b> professional goal-setting meeting & pre-conference for observation to review self-assessment and SMART goals with evaluator.	Teacher / Evaluator
	<b>Pre-observation</b> conference with your evaluator to discuss SMART goals, lesson, prior learning experience of students, characteristics of learners, instructional strategies, student activities, differentiation, & assessment.	Teacher / Evaluator
	<b>Observation #1 (Resources: Observation Narrative Form; Teacher Performance Evaluation Rubric)</b> Written copy of observation within 3 school days Post-Conference within 5 days of observation. Dates may be modified by mutual agreement. <b>(Resource: Post-Observation Conference: Evaluator Discussion Questions)</b>	Teacher / Evaluator  Evaluator Teacher/Evaluator Teacher/Evaluator
	<b>Post-Observation Conference</b> completed with an area of refinement and reinforcement identified. <b>(Resource: Post-Observation Conference Rating Rubric)</b>	Teacher / Evaluator
	If skilled/accomplished overall in Observation #1 - may mutually agree upon 2 - 3 areas of focus for Observation #2	Teacher/Evaluator
December - May 1st	<b>Schedule</b> a mid-year conference with evaluator to discuss data collection and SMART goal progress.	Teacher / Evaluator
	<b>Schedule and conduct</b> Observation #2 cycle (pre-conference/observation/post-conference)	Teacher/Evaluator
April 1 - May 10	<b>Schedule</b> final summative conference. Review SMART goal progress. Discuss final summative rating for the academic year. <b>(Resource: Final Summative Rating)</b>	Teacher/Evaluator Building Administrator

**At least three formal observations are required of each teacher who is under consideration for non-renewal and is on a limited contract.**