

Texas City Independent School District
2018-2019 T-TESS Appraisal Calendar and Appraisers

Board Approved
Date: 8-28-2018

Texas City Independent School District utilizes the Texas Teacher Evaluation and Support System (T- TESS) to evaluate teachers. According to Board Policy DNA (Legal), the District shall establish an annual appraisal calendar and identify qualified appraisers, both of which shall be approved by the Board of Trustees.

It is recommended that the Board of Trustees consider approving the 2018-2019 T-TESS Appraisal Calendar as presented.

The appraisal period for each teacher shall include all of the days of a teacher's contract.

187 Day Contract:	August 9, 2018 through May 31, 2019
193 Day Contract:	August 2, 2018 through June 3, 2019
198 Day Contract:	August 1, 2018 through June 7, 2019
226 Day Contract:	July 1, 2018 through June 30, 2019

All teachers shall be provided a **general orientation** to T-TESS no later than the first three weeks of school and at least three weeks before the teacher's first observation. .

T-TESS Orientation Training: No later than September 10, 2018

Deadline to complete Goal Setting and Professional Development Conferences No later than October 1, 2018

Formal observations shall be conducted during the required days of instruction for students.

<u>Formal Observations</u>	<u>Begin</u>	<u>End</u>
Returning Teachers to TCISD	October 2, 2018	May 8, 2019
New Teachers to TCISD	October 16, 2018	April 24, 2019

Dates excluded from formal observations include:

- the last instructional day before and the day after any official school holiday,
- days scheduled for end-of-semester or end-of-year examinations, and
- days scheduled for state or other standardized tests.

Artifacts will be compiled and submitted to appraiser no later than 10 days prior to the End of the Year and Goal Setting Conference.

Deadline to submit artifacts for End of Year and Goal Setting Conference
No later than April 23, 2019

NO FORMAL OBSERVATIONS SHOULD TAKE PLACE AFTER MAY 8, 2019. The appraisal process must be completed 15 working days before the last day of instruction for students. The exception would be a teacher who requested a second observation within ten working days after the post conference, and was entitled to another observation by a different appraiser.

End of Year and Goal Setting Conferences:
End: May 8, 2019

A teacher may request a **second appraisal** by another certified appraiser after an observation post conference with which the teacher disagrees. The second appraisal must be requested within 10 working days of an observation post conference.

It is further recommended that the following Texas City ISD staff be approved as appraisers for the 2018-2019 school year (Appraisers subject to change during the 2018-2019 school year):

Kathryn Aaron	Sarah Furman	Brandi J. Peterson
Florence Adkins	Felica Garrett	Kristi Peterson
Erica Allen	Randa Gilbert	Donna Peterson
Anne Anderson	Earl Hall	John Pyle
Randy Baker	Lisa Herrera	Courtney Ramirez
Donnie Brown	Marcus Higgs	Angela Randall
Stephany Brown	Lincoln Hypolite	Matthew Salley
Terri Burchfield	Nathan Jackson	Sherri Simmons
Andrew Callis	Donald Jones	Jacqwelin Snyder
Richard Chapa	Alexis Knape	Julie Southworth
Matthew Cooper	Holly La Roe	Rebeca Troconis-Loreto
Courtnie Ellis	Patti Martin	Sharon Williams
Barbara Figarelli	Heath Maxile	Susan Wilson
Joseph Figarelli	Susan Myers	
Jennifer Folse	Ricky Nicholson	
Debbie Fuller	Wendy Patterson	
Anthony Furman		

* Pending verification of successful completion of T-TESS appraisal training.

** Pending Board-approval of employment and verification of successful completion of T-TESS appraisal training.