

## MART INDEPENDENT SCHOOL DISTRICT APPRAISAL CALENDARS

### 2008-2009 Appraisal Calendar

The annual appraisal of Mart ISD teachers shall be in accordance with the Professional Development and Appraisal System (PDAS).

Observations during the appraisal period must be conducted during the required days of instruction for students during one school year. The calendar excludes observations in the three weeks following the day of completion of the PDAS orientation for teachers new to PDAS.

The appraisal period is as follows:

- September 22, 2008 – First day administration can formally appraise teacher in Classroom setting.
- May 8, 2009 - Last day for summative conference to be held

Dates excluded from appraisal period are as follows:

- The day before and the day after a school holiday

Teachers affected by the designated exams and tests for assessment:

- Days scheduled for end-of semester or end-of year examinations, and
- Days scheduled for TAKS or other standardized tests.

Format for scheduling;

Principals are to give the teachers a two-week window to select two days for the appraisal. The teacher will request a time slot or class period they would like to be evaluated. Using this information provided by the teacher the principal will then schedule the time or class period that will best fit his or her schedule. Scheduled evaluations may be rescheduled by the principals due to extenuating circumstances.

### 2008-09 Principal Appraisal Calendar

The annual appraisal of Mart ISD principals shall be in accordance with the Commissioners Recommended Student Performance Domain.

The principals will complete and return to the superintendent Worksheet A within 10 working days of receipt of AEIS information in the Fall of 2007

The superintendent will complete and return the summary to the principal within 10 working days of receipt of Worksheet A from the principal.