ASASP II School-Based Administrator
2022-2023 Evaluation Timeline

ACTION ITEM	RESPONSIBLE PARTY	DUE DATE/WINDOW
Evaluation Materials Distributed	Appraiser/Appraisee	July 31
Beginning-of-Year Conference Held and Documented in eDoctrina • Performance Objectives/Job Targets • Student Growth Measures - Qualitative	Appraiser/Appraisee	August 1 - *October 1 New Hire - Within 30 Days of Hire Date
Student Growth Measure Quantitative (Roster Development) • Appraisee creates roster in eDoctrina • Appraiser review and approve awaiting final results	Appraisee/Appraiser	Completed within 10 work days of availabe assessment data
Mid-Year Conference Held and Documented in eDoctrina • Performance Objectives/Job Targets • Qualitative Student Growth Measures	Appraiser/Appraisee	December 1 - February 3
Interim Ineffective Evaluation Conferences Held (Performance Concerns Only)	Appraiser	December 1 - up to 45 work days prior to May 19
Observation Activities **Finalized** in eDoctrina	Appraiser	May 19
PSEL Rated by Appraiser in eDoctrina	Appraiser	Begin May 22 - June 10
End-of-Year Conference Held and Documented in eDoctrina • Ineffective Final Evaluation Rating ○ Performance Objectives/Job Targets ○ Student Growth Measure	Appraiser	*June 15
End-of-Year Conference Held and Documented in eDoctrina • Effective and Highly Effective Final Evaluation Ratings ○ Performance Objectives/Job Targets ○ Student Growth Measure	Appraiser	*June 30

*Per Negotiated Agreement   **7/28/22**

New Administrators employed in a position subsequent to any timeline noted above shall begin the process at the time of the appointment to the position, or no later than 30 days after such assignment.

Failure to complete required evaluation activities may negatively impact the final evaluation score.

Dates are subject to change.