2026-2027 Beaufort County Schools
Certified Evaluation Planning Calendar

****Terminology to know: **Comprehensive Plan**-certified employees with three or less years of service.
Standard Plan- certified employees with more than three years of service or career status renewing their teaching license.
Abbreviated Plan-certified employees with more than three years of service or career status **not** renewing their teaching license.

****<u>**Principal and Assistant Principal Summatives should be completed by June 25, 2027.**</u>

****<u>**All Principal and Assistant Principal PDPs need to be in NCEES.**</u>

**** All Student support staff (guidance, media, etc), will receive a PDP and 3 full observations from administrators as there is no abbreviated form for them (Placed on the **Standard Plan**).

****Speech Pathologists Evaluations must be completed on paper-https://ncdpi.instructure.com/courses/7648/pages/school-speech-language-pathologist

****All observations require a post-conference within 10 school days of the observation.

****All full (formal) observations should last at least 45 minutes.

****An abbreviated observation should be at least 20 minutes and does not require a pre-conference.

**** The first formal observation should be conducted by an administrator, be announced and a **pre-conference** is <u>required</u> for both Comprehensive and Standard.

****Pre-Conferences are not required beyond the first formal observations and these observations may be unannounced.

**** At any time, if performance issues arise, the principal should promptly contact Norris Parker for guidance.

****This evaluation calendar is strictly for guidance and creates no additional rights for the employee.

****Administrators are free to supplement these minimum requirements with additional informal observations, formal observations, and drop-in observations. This also includes moving teachers to different levels of PDPs, improvement plans and observation plans. Please contact Norris Parker for further info on these situations.

****Staff are expected to provide any data or information relating to their performance to the administration in a timely manner throughout the school year at post-observation and summative conferences.

**** **COMPREHENSIVE Plan**-Certified employees with three or less years of service. Teachers who have three or more years of service but are new to Beaufort County Schools will be placed on the comprehensive plan their first year with BCS. These individuals need a PDP, 4 full observations (3 from an administrator and 1 from a peer) and a full summative evaluation. <u>Their first observation must include a pre-conference!</u>

****<u>**STANDARD PLAN**</u>-Certified employees with more than three years of service and/or those who have career status <u>**renewing their license during the 2026-2027 school year**</u>. These individuals need a PDP, 1 full observation and 2 abbreviated observations; all conducted by administrators (no peer) and a full summative evaluation. <u>Their first observation must include a pre-conference!</u>

****ABBREVIATED PLAN**-Certified employees that have more than three years of successful service and/or those who have career status and **not renewing their license during the 2026-2027 school year**. These individuals need a PDP, 2 abbreviated observations (1 each semester); all conducted by administrators (no peer) and an abbreviated summative evaluation. No pre-conference required but it is encouraged!

COMPREHENSIVE---CERTIFIED STAFF WITHOUT THREE YEARS OF TEACHING EXPERIENCE:

August 28, 2026

- Complete Orientation during first 10 days of school. This orientation consists of informing/training certified staff members concerning the evaluation process, various certified evaluations rubrics, state evaluation policy and personnel planning calendar can be located. (All Orientation materials can be found on the HR Department Webpage-Certified Employee Evaluation Information.**)**

September 18, 2026

- Due date for completion and approval by principal of the Professional Development Plan (PDP) for each certified staff member on the North Carolina Educator Evaluation System (NCEES). Certified staff on NCEES should complete self-assessment prior to setting goals for PDP. Self-assessment is not shared. Mentors should be included in PDP discussions for Beginning Teachers and need to sign as well.

October 23, 2026

- Due date for the first observation (announced) of any certified staff who do not have three years of service.

December 18, 2026

- Due date for the second observation of any certified staff who do not have three years of service.
- Due date for mid-year review of PDPs for any certified staff who do not have three years of service.
- Suggested target date to review performance and employment options with all personnel including documentation review for *probable* nonrenewals.

February 19, 2027

- Due date for the third observation of any certified staff who do not have three years of service. **It is recommended to use Peer Observers for teachers at this time.**

April 16, 2027

- Due date for the fourth observation of any certified staff who do not have three years of service ***with performance concerns that may lead to nonrenewal.***

April 30, 2027

- Due date for the Full Summary Rating Evaluation for any certified staff who do not have three years of service ***with performance concerns that may lead to nonrenewal.***
- Due date for final completed PDP review for any certified staff who do not have three years of service ***with performance concerns that may lead to nonrenewal.***

May 28, 2027

- Due date for the fourth observation of any of any certified staff who do not have three years of service ***with no performance concerns.***

June 1, 2027

- Superintendent will provide written notice to certified staff with one-year contracts of the Superintendent's intent to recommend nonrenewal and the employee's right to petition a hearing before the Board of Education.

June 10, 2027

- Due date for the Full Summary Rating Evaluation for any certified staff who do not have three years of service ***with no performance concerns.***
- Due date for final completed PDP review for any certified staff who do not have three years of service ***with no performance concerns.***

STANDARD---CERTIFIED STAFF WITH MORE THAN THREE YEARS OF SERVICE AND/OR CAREER STATUS IN LICENSURE RENEWAL YEAR:

August 28, 2026

- Complete Orientation during first 10 days of school. This orientation consists of informing/training certified staff members concerning the evaluation process, various certified evaluations rubrics, state evaluation policy and personnel planning calendar can be located. (All Orientation materials can be found on the HR Department Webpage-Certified Employee Evaluation Information.**)**

September 18, 2026

- Due date for completion and approval by principal of the Professional Development Plan (PDP) for each certified staff member on the North Carolina Educator Evaluation System (NCEES). Certified staff on NCEES should complete self-assessment prior to setting goals for PDP. Self-assessment is not shared.

December 18, 2026

- Due date for completion of the first formal observation (announced) of any certified staff in their year of license renewal.
- Due date for mid-year review of PDPs for any certified staff in their year of license renewal.

February 19, 2027

- Due date for completion of the second observation of any certified staff within their year of license renewal by an administrator. This observation can be an abbreviated for teachers (Standards 1 & 4 only).

May 28, 2027

- Due date for completion of the third observation of any certified staff in their year of license renewal by an administrator. This observation can be an abbreviated observation for teachers (Standards 1 & 4 only).

June 10, 2027

- Due date for the Full Summary Rating Evaluation for any certified staff in their year of license renewal.
- Due date for final completed PDP review for any certified staff with career status in their year of license renewal.

ABBREVIATED---CERTIFIED STAFF WITH MORE THAN THREE YEARS OF SERVICE AND/OR THOSE WITH CAREER STATUS NOT IN LICENSURE RENEWAL YEAR:

August 28, 2026

- Complete Orientation during the first 10 days of school. This orientation consists of informing/training certified staff members concerning the evaluation process, various certified evaluations rubrics, state evaluation policy and personnel planning calendar can be located. (All Orientation materials can be found on the HR Department Webpage-Certified Employee Evaluation Information.**)**

September 18, 2026

- Due date for completion and approval by principal of the Professional Development Plan (PDP) for each certified staff member on the North Carolina Educator Evaluation System (NCEES). Certified staff on NCEES should complete self-assessment prior to setting goals for PDP. Self-assessment is not shared.

December 18, 2026

- Due date for completion of the first abbreviated (informal) observation by an administrator-Standards 1 & 4 must be observed for teachers.
- Due date for mid-year review of PDPs.

May 28, 2027

- Due date for completion of the second abbreviated (informal) observation by an administrator-Standards 1 & 4 must be observed for teachers.

June 10, 2027

- Due date for the Abbreviated Summary Rating Evaluation-Standards 1 & 4 must be evaluated for teachers.
- Due date for final completed PDP review.