

## Evaluation Overview and Actions – 23/24

The 23/24 evaluation records have been put into a report on your dashboard.

Here's a visual of our Evaluation tab. In the top window, you'll see the finalized evaluations for your team members from the 23-24 school year. This will help you determine whether they need to be evaluated this year.

The Employee Information section lets you quickly access an employee's profile to review their complete evaluation if needed.

The screenshot shows the dashboard interface for Bend-La Pine Schools. The top navigation bar includes 'Self-Service', 'My Team', 'Recruitment', 'Time', 'Staffing', and 'Performance & ... (1+)'. The 'Performance & ...' tab is selected, and a red callout points to it with the text: "1. Select your Performance Tab".

Below the navigation bar is the 'Performance Reviews' section. The current filter is '2023/24 Completed Summative Eval...'. A red callout points to this filter with the text: "2. The 23/24 Completed Summative Evaluation Report should be visible. If not, select it." The table below shows four finalized evaluations:

Y Name	Last, First Name	Period Start Date	Y Status
Toni J. Osotio: First 8. Certified Summative Evaluation For 2023 (2024/05/01)	Osotio, Toni	05/01/2024	Finalized
Laura Rockwell: First 8. Certified Summative Evaluation For 2023 (2024/05/01)	Rockwell, Laura	05/01/2024	Finalized
Marc T. Saccoman: First 5. Certified Summative Evaluation For 2023 (2024/05/01)	Saccoman, Marc	05/01/2024	Finalized
Michael Wanger: First 8. Certified Summative Evaluation For 2023 (2024/05/01)	Wanger, Michael	05/01/2024	Finalized

A red callout points to the 'Finalized' status of the first row with the text: "3. You will see only the finalized staff members. Anyone not listed here should have a 24/25 Eval".

Below the Performance Reviews section is the 'Employee Information' section. The current filter is 'Certified Contract Status'. A green callout points to the employee icon in the first row with the text: "4. This icon will take you to your staff member's Employee Information. You can see their reviews and get a by looking at the Performance tab (See Below)".

Employee Id	Last Name	First Name	Y Contract Type	Primary Position Name	Performance Review Profile	Y Jobs (HR)(1)	Defa
2788	Biancucci	Monet	Teacher Contract 1	WE MILLER PHYSICAL EDUC	Contract Teacher Evaluation Process 2023/24	ES: Certified	BEA/EDUC
			Teacher Contract 1	WE MILLER K_3 PRIMARY	Contract Teacher Evaluation Process 2023/24	ES: Certified	BEA/PRIM
			Teacher Contract 1	WE MILLER K_3 PRIMARY	Contract Teacher Evaluation Process 2023/24	ES: Certified	BEA/PRIM
			Teacher Contract 1	WE MILLER K_3 PRIMARY	Prob/Temp Teacher Evaluation Process 2023/24	HS: Certified	BEA/PRIM

At the bottom of the dashboard, there are three tracking sections: 'Performance: Goal Tracking', 'Performance Formal #1 Tracking', and 'Performance Formal #2 Tracking'.

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The Employee section provides more detailed information, including 'skipped' reviews, indicating that an evaluation will be required this year. You can also access attachments and content as needed.

03:58 PM (PDT)

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4. Select the Performance Reviews widget to see the reviews for your staff member.

5. You can select these hyperlinks to open the old review.

An evaluation may have been skipped last year because they were off cycle.

This indicates there is an attached document.

Review Name	Scheduled Date	Period	Status
First 5. Certified Summative Evaluation For 2023 (2024/05/01)	05/01/2024	05/01/2024 - 05/01/2024	Finalized
First 4. Teacher Self Reflection For 2023/24 (2024/04/01)	04/01/2024	04/01/2024 - 04/01/2024	Finalized
First 3. Mini #3 - Observation Notes 2023/24 (2024/03/15)	03/15/2024	03/15/2024 - 03/15/2024	Finalized
First 2. Mini #2 - Observation Notes 2023/24 (2024/01/15)	01/15/2024	01/15/2024 - 01/15/2024	Skipped
First 1. Certified Goals (Mini #1) 2023/24 (2023/11/06)	11/06/2023	11/06/2023 - 11/06/2023	Finalized
First 1. Certified Goals (Mini #1) 2023/24 (2023/11/06)	11/06/2023	11/06/2023 - 11/06/2023	Finalized
First 1. Certified Goals (Mini #1) 2023/24 (2023/11/06)	11/06/2023	11/06/2023 - 11/06/2023	Finalized
First 1. Certified Goals (Mini #1) 2023/24 (2023/11/06)	11/06/2023	11/06/2023 - 11/06/2023	Finalized
First 1. Certified Goals (Mini #1) 2023/24 (2023/11/06)	11/06/2023	11/06/2023 - 11/06/2023	Finalized
First 1. Certified Goals (Mini #1) 2023/24 (2023/11/06)	11/06/2023	11/06/2023 - 11/06/2023	Finalized

Incident Name	Type	Incident Date	Status	Priority	Notes	Documents	Actions
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