

2017-18

Important Dates/Deadlines

Evaluation Deadlines: (see Appraisal Brochure for complete details)

- September 15, 2017 – Appraisal Overview for everyone
- October 15, 2017 – NE1, NE1 Extended – Formal Observation/Conference
- November 15, 2017 – NE2 – Formal Observation
- January 15, 2018 – NE4, Career Educator 3 – Student Performance Results Summary
- February 15, 2018
 - NE3 – Formal Evaluation
 - NE4 – Summative Evaluation including Educator Standards/Indicators/Rubric
 - Career Educator 3 – Summative Evaluation including Educator Standards Rubric
- March 30, 2018 – NE1, NE1 Extended – Formal Observation/Conference
- April 1, 2018 – NE1, NE1 Extended, NE2 – Student Performance Results Summary
- April 30, 2018 – NE1, NE1 Extended, NE2, Career Transition Year – Summative Evaluation Including Educator Standards Rubric

Other Employment Deadlines:

- July 14, 2017 – Deadline for Request to have Personal Business Leave Days converted instead of rolling over 2 for 1 to illness/bereavement leave (default)
- August 31, 2017 – Deadline to submit Professional Development Hours/Points/CEUs earned August 1-July 31
- October 15, 2017 – Deadline to submit Horizontal (Column) Movement transcripts to HR for 2017-18 school year
- February 1, 2018 – Deadline to Notify intent to Retire for VERP
- February 15, 2018 – Deadline to submit (MS and PhD) Degree movement for mid-year
- March 15, 2018 – Deadline for Job Share requests
- April 1, 2018 – Deadline to request Lump Sum Salary Payment for summer
- May 18, 2018 – Deadline for BOE to give notice to “Non-Renew” or “Terminate” professional employees
- June 1, 2018 – Deadline for Professional Employee to resign and be released from 2018-19 school year contract (without BOE release)