

Two Year Evaluation Cycle Timeline
For Educators Beginning Year 2 of a Two Year Plan in September 2016

Activity:	Completed By:
Educator submits evidence related to standards 1 thru 4 and SMART goals. * or two weeks prior to Summative Evaluation Report date established by Evaluator	April 13, 2017
Evaluator completes Summative Evaluation Report and meets with the Educator	May 21, 2017
Evaluator meets with Educator	June 6, 2017
Educator signs Summative Evaluation Report and adds response, if any within 5 school days of receipt	Within five days of receipt