

TKES/LKES & Classified Evaluation Timeline First Semester

2025-2026 Richmond County School System Evaluation Timeline

August	
Due Date: 22nd	TKES and LKES: Orientation, PSC Professional Learning Goals/Plans, Self-Assessment Pre-Evaluation Conference (Group/Individual), <i>Remediation Plans Completed and Reviewed</i>
Due Date: 29th	Contributing Professionals: Complete Professional Learning Goals, pre-conference required Classified: Classified employees: Review job description, hold pre-conference, create professional learning goals (2)
September	
Due Date: 29th	Full Plan: First Walkthrough (10 Minutes)
	Flex Plan: First Observation (Walkthrough 10 Minutes)
November	
Due Date: 14th	Full Plan: Second Walkthrough (10 Minutes) Begin to consider teachers that may need support through a PDP
December	
Due Date: 12th	Full Plan: First Formative Observation/Assessment (30 Minutes, all standards) <i>Remediation Plan Review – begin collecting documentation</i>
Due Date: 19th	TKES: Mid-Year Conferences, Teacher Assurances, Mid-Year PSC PL Goals/Plans Progress
	Contributing Professional Plan: Mid-Year Professional Learning Goals Progress, mid-year conference required Classified: Hold mid-year conference, discuss progress toward goals

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January	
Due Date: 9th	<u>LKES:</u> Formative Observations and Mid-Year Conferences, Complete Mid-Year PSC PL Goals/Plans Progress
February	
Due Date: 6th	<u>Full Plan:</u> Third Walkthrough (10 Minutes)
March	
Due Date: 6th	<u>Full Plan:</u> Fourth Walkthrough (10 Minutes)
	<u>Contributing Professionals:</u> Professional Learning Goals Reflection
April	
Due Date: 3rd	<u>Full Plan:</u> Second Formative Observation/Assessment (30 Minutes, all standards)
	<u>Flex Plan:</u> Second Observation (Formative Observation/Assessment) (30 Minutes, all standards)

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May	
Due Date: 8th	<p><u>TKES & LKES:</u></p> <p>Full Plan: Fourth Walkthrough (10 Minutes)</p> <p>Summative Assessments: Walkthroughs, Formative observations, Consider all available data sources <i>(rate each standard based on totality of evidence and consistency of practice)</i></p>
Due Date: 15th	<p><u>TKES & LKES:</u> Summative Conferences: *Individual conferences required</p>
	<p>*Contributing Professionals: End of Year PSC Professional Learning Goals Progress, end-of-year conference required</p>
	<p>*Classified: End-of-year conference, review progress toward goals; Hand deliver evaluations to Sierriah Collins in HR</p>
	<p><i>Remediation Plan Review</i></p>