

**Tentative Agreement
Memorandum of Understanding
Between
Whittier City School District
and
Whittier Elementary Teachers Association
Article IV Evaluations**

Evaluation Timeline

- August** Staff meeting on evaluation process and its components
- September** **On or before September 15th:**
- Initial evaluation conference with all teachers who are being formally evaluated
 - The Employee Final Evaluation form will be discussed including assessment tool to be used
 - Final Evaluation Action Plan from the previous year will also be reviewed and implemented
 - Long Range Plans filed with evaluator by teachers not being formally evaluated
- October** **On or before October 30th**
- Follow-up on Final Evaluation Action Plans with individual teachers
- December** **On or before December 15th:**
- One pre-conferenced lesson observation must have been completed for teachers being evaluated (additional pre-conferenced and non-conferenced scheduled observation may also have been completed)
- March** **On or before March 15th:**
- A second pre-conferenced lesson observation must have been completed for teachers being evaluated
 - Final evaluations and conferences must be completed for all probationary teachers
 - First and second year probationary teachers will be notified of non-reelection by Board action if necessary

May

On or before May 1st:

- Final evaluations and conferences must be completed for all tenured teachers
- First year probationary teachers may be notified of non-reelection by Board action as allowed by education code

June

By June 30th:

- All teacher evaluations submitted to Human Resources Department

Alex Vogel, Negotiations Chair

Date

Dr. Raquel Gasporra, Asst. Supt., Business Services

Date