

# MCKINNEY

INDEPENDENT SCHOOL DISTRICT

## TEACHER T-TESS TIMELINE

2023-2024

Before August 9 <i>*Completed during New Hire Orientation</i>	T-TESS Orientation for New Hires (new to teaching, new to T-TESS, and/or new to our district)
August 1 - September 20	Complete the BOY Self-Assessment, Goal Setting, and SLO <ul style="list-style-type: none"><li>- Returning teachers may use last year's goals discussed during Summative with evaluator approval.</li></ul> <i>*Make sure your account has been archived BEFORE entering new goals. See <a href="#">HERE</a> for directions on how to archive, if needed.</i>
August 9	Appraisal Period Begins
August 23	Announced Formal Observations may begin <ul style="list-style-type: none"><li>- Annually for first three years in MISD then defaults to every three year rotation</li><li>- A minimum of 1 walkthrough should be completed before conducting a formal observation</li><li>- 45 minutes in length</li><li>- Pre-Conference required (within 10 days of observation)</li><li>- Post-Conference required (written feedback provided within 10 days of observation)</li></ul>
August 30	T-TESS Goal Setting Conferences DUE <ul style="list-style-type: none"><li>- Only required for teachers new to teaching, new to district, or for returning teachers who did not discuss goals during 22-23 Summative</li><li>- Conference should take place BEFORE required teachers submit goals. The conference's purpose is to discuss possible goals based on student need.</li></ul>
September 20	Deadline for BOY Goal and SLO submission in Strive <ul style="list-style-type: none"><li>- Make sure to Save and Submit to Appraiser</li></ul>
March 25	Summative Conferences can Begin <ul style="list-style-type: none"><li>- For teachers requiring a formal observations: complete Domains I-IV</li><li>- For teachers not requiring an observation: ONLY complete Domains I&amp;IV</li><li>- Evidence is required to complete Domain IV</li></ul>
May 2	Summative Process is DUE <ul style="list-style-type: none"><li>- Teachers must have completed summative available to them by this date (within 10 days of the Summative conference)</li><li>- All required signatures must be completed by this date</li></ul>
May 23	Appraisal Period Ends