

2020-2021 POLK COUNTY SCHOOL BOARD PERSONNEL EVALUATION TIMELINES

Revised 7.21.20 (COVID calendar changes)												
2020 - 2021 Timeline	Employee Evaluation Process to be Completed	Classroom Instructional Personnel (Journey)	Non-Classroom Instructional Personnel (Journey)	Library/Media Specialists (Journey)	School Counselors (Journey)	Speech/Language Pathologists (Journey)	School Psychologists (Journey)	School Social Workers (Journey)	Non-Instructional Personnel (Paper-Based Forms)	School-based Administrators (Journey)	District Level Professional/Technical Employees (Journey)	District Level Administrators (Journey)
N/A due to pandemic	2019-2020 Stage 2 Instructional Evaluation Conferences (for teachers who selected VAM)	X										
N/A due to pandemic	2019-2020 Stage 2 Administrator Evaluation Conferences									X		
September 21 - October 30, 2020	2020-2021 Evaluation Planning Conferences										X	X
October 27, 2020	Self-Evaluation & Professional & Performance Goals Due to Supervisor									X	X	X
October 27, 2020 or 45th student day after start date	Self-Evaluation Completed	X	X	X	X	X	X	X	X			
January 19 - February 8, 2021	Mid-Year Evaluation Conferences- <i>required for Cat. 1, optional for Cat. 2</i>	X	X	X	X	X	X	X				
January 19 - February 16, 2021	Mid-Year Evaluation Conferences									X	X	X
May 18, 2021	Non-Instructional Personnel Evaluations Due								X			
May 3 - 18, 2021	Final Evaluation Conferences (formerly known as Stage 1)	X	X	X	X	X	X	X				
May 10 - June 25, 2021	Final Evaluation Conferences (SBA & District Staff)									X	X	X