# Tenured Teachers’ Checklist of APPR Events and Tasks

24-25

September 2024

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| Informed regarding the overall APPR process for this school year ​By October 7 |
|   |  |
| Informed of SLO process  | At the end of two  |
| **Danielson Rubric (only Domains 2 and 3)**  | six-day cycles  |
| **Version A**:​ Completed all information for Domain 2  Completed all information in the Teacher Goal and Action Plan Google document except the information for the Components in Domain 3 which will be completed and submitted with the pre-observation form for the Formal Observations.  | By October 18 |
| This includes getting support and feedback from your Lead Evaluator **Version B:** Completed all information in the Teacher Goal and Action Plan Google document except the information for the Components in Domain 3 which will be completed and submitted with the pre-observation form for the Formal Observations.  | By November 15  |
| This includes getting support and feedback from your Lead Evaluator. **Formal Observation by March 7, 2025**  | By November 15  |
| Scheduled pre-observation meeting for the formal observation   | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| Scheduled the formal observation  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |

Submitted text for Components of Domains 3 and the pre-observation form both of which together reflect the formal observation. This includes getting feedback from your Lead Evaluator and making revisions. Submit at least 5 school days

prior to the formal observation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Had pre-conference \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Had formal observation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Had post-conference \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Received written feedback from the Lead Evaluator within 14 calendar days of the observation on any Component in Domains 3 which received a rating of less than Highly Effective (based on formal observation)

|  |  |
| --- | --- |
| Received written feedback from the Secondary Evaluator on any Component Of Domain 2 which received a rating of less than Highly Effective (based on  |  |
| Announced observation to be done by April 11, 2025 **Year-End summary of your APPR performance from your Lead Evaluator**  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| Which may be incomplete until Regents data is available | Last school day for teachers  |