

CERTIFICATED EVALUATION TIMELINES

2009-2010 SCHOOL YEAR

For SDEA Unit Members Working 184 Days on the Traditional or Year-Round Calendar

STEPS IN CERTIFICATED EVALUATION PROCESS	TRADITIONAL CALENDAR	YEAR-ROUND CALENDAR
Staff Meeting (1 st 4 weeks of pupil attendance)	September 8, 2009 - October 2, 2009	September 8, 2009- October 2, 2009
Objectives/Assessment Discussion Conference (35 calendar days after school starts)	October 13, 2009	October 13, 2009
Employee Turns In Objectives To Supervisor (10 work days after conference)	October 27, 2009	October 27, 2009
Supervisor Review of Objectives (Must approve or disapprove within 10 work days)	November 10, 2009	November 10, 2009
Last Day Progress Check/ Remediation Plan For Prob 2 (50 work days before summary evaluation report)	November 17, 2009	November 2, 2009
Last Day Progress Check/ Remediation Plan For Prob 1 & Permanent (50 work days before summary evaluation report)	February 10, 2010	February 9, 2010
Summary Evaluation Draft For Prob 2 Discussion, meeting, Then final copy (3 rd Friday of February) Due no later than	February 19, 2010	
Summary Evaluation Draft For Prob 1, Permanent, Leave Replacement, Restricted Discussion, meeting, then final copy (Last work day in April for traditional) Due no later than	April 30, 2010	May 14, 2010
Evaluation Due to Employee Not later than 30 calendar days prior to the last day of school	May 21, 2010	June 21, 2010

Earlier timelines are established for evaluation of certificated unit members whose performance has been evaluated as "requires improvement" or "unsatisfactory" during the previous school year (see Collective Bargaining Agreement).

Timelines may vary for unit members working an individual calendar.



For San Diego Unified School District



For SDEA