

Section 8: Non-tenured Professional Evaluation Plan Chart: Years 1-4

EVALUATION TIMELINE FOR YEAR 1 - 4 (NON-TENURED)		
TIME OF YEAR	PROCESS	FORMS
By the first student attendance day (or within 30 days of hire, if hired after the start of the year)	<ul style="list-style-type: none"> Review of the teacher evaluation process using the Indian Prairie 204 Performance Evaluation Plan Written notification of evaluation 	<ul style="list-style-type: none"> Indian Prairie School District 204 Performance Evaluation Plan
1 st day of School through March 1	<ul style="list-style-type: none"> Three (3) observations required: at least two (2) must be formal Two (2) required: Formal Observation (Pre- and Post-Observation Conference) One (1) or more Informal Observations (Post-Observation Conference by request of either Evaluator or Teacher or both) – as needed* 	<ul style="list-style-type: none"> Form A: Indian Prairie Framework for Teaching Form B1: Guidesheet for Teaching Pre-Observation Process/Conference Form C1: Guidesheet for Teaching Post-Observation Process/Conference Form E1: Notice of Concern for Teachers (if needed)
By March 1	<ul style="list-style-type: none"> Performance Evaluation Rating (Summative) received by Teacher one (1) work day prior to Conference Performance Evaluation Conference – required 	<ul style="list-style-type: none"> Form D: Indian Prairie 204 Performance Evaluation Rating (summative) Form Form A: Indian Prairie Framework for Teaching

Non-Tenured Teachers must have a rating of *Proficient* or *Excellent* in the last two years of non-tenured status.

Tenure will be granted in accordance with the State law. Tenure will only be considered for Teachers who have a summative rating of *Proficient* or *Excellent* at the end of the fourth probationary year.