

Important Dates for GNTA Members 2023-28

Evaluation and supervision of teachers may differ depending upon whether you are a probationary, regular substitute (leave replacement), or hourly-compensated teacher. If you are concerned that something may not have occurred when it should have, speak to a BRC representative.

January 31: Probationary teachers should have received their first evaluation. A written evaluation should be received within five days of its preparation. When a classroom observation results in a written report, the teacher shall receive a copy of that report within 10 school days of the observation. (Article 43.D.1-2)

February 1: Request for extension of an unpaid leave of absence for the following year. (Article 30.E)

Notification of the district by any teacher on an unpaid leave of absence of his/her intention to return during the next school year. A teacher who does not give such timely notification shall be deemed to have resigned. (Article 30.E)

March 15: Applications for summer school positions are made available. (Article 54.B)

April 1: Hourly compensated faculty members will notify the program supervisor if they are not interested in continuing as teachers in the program for the following year. (Article 43.J.5)

Notification, insofar as possible, to any teacher whose position is being eliminated. (Article 58.A)

April 10: Each department head shall receive an annual evaluation report from the appropriate building administrator, which covers both teaching and department head performance. The evaluation report shall be received by April 10 of each school year for those department heads who have not yet been recommended to a fourth year of service. All other department heads shall receive their annual evaluation report no later than ten (10) school days before the end of the school year to which it applies. (Article 14.G)

May 1: Principal shall meet with any probationary teacher regarding his/her probable recommendation regarding tenure or termination of probation. (Article 43.D.3)

Notification to any teacher whose position was eliminated and not rehired in another professional capacity in the district, of anticipated termination of employment at the end of the school year. (Article 58.A)

Notification to the principal by any coach or sponsor who chooses not to continue in an activity for the next school year. (Article 8.A.2)

- May 10:** On or about this date, lists of expected vacancies for the next school year will be made available to the faculty. A teacher interested in transferring to one of these vacancies that may occur should notify the appropriate Assistant Superintendent within two weeks. (Article 43.G.2)
- May 15:** Notification to hourly-compensated faculty of their eligibility for re-employment by the program supervisor. (Article 43.J.6)
- Notification of action taken with regard to applications for summer school positions. (Article 54.B)
- May 31:** Probationary teachers should have received their second evaluation. A written evaluation should be received within five days of its preparation. When a classroom observation results in a written report, the teacher shall receive a copy of that report within 10 school days of the observation. (Article 43.D.1-2)
- June 1:** For coaches and sponsors, notification by the principal of their intention to recommend for rehiring in the extracurricular activity for the next school year. (Article 8.A.1)
- June 15:** Notice of involuntary transfers for the following school year is given to affected faculty members. This occurs only after consultation between the faculty member and the appropriate Assistant Superintendent. (Article 43.G.3)
- Notification to faculty of probable assignment for the following year. (Article 43.F)

