

Evaluations at a Glance

Certificated Employees SBTA CBA - Article XVI - Evaluation Procedure - Pages 63-73

Notice of Orientation	Must be held within the first twenty (20) workdays	• Copy of Article XVI • Evaluation Criteria • Goal Setting Form • Current Standards • Self Assessment Rubric	August 24, 2026
Initial Goal Setting Meeting	Must Be completed within the first thirty (30) workdays	• 1 school, district, or community goal • 1 professional goal • 2 student outcome goals • It is a living document	September 8, 2026
Observations			
P1, P2, Intern, Temporary, and Emergency Teachers	1st Observation	• 2 school days prior to the observation conference, the member shall receive a draft copy of the observation summary • Within 10 school days following the observation, the member shall receive a written summary of the conference.	September 28, 2026
P1, P2, Intern, Temporary, and Emergency Teachers	2nd Observation		December 11, 2026
P1, P2, Intern, Temporary, and Emergency Teachers	3rd Observation		Due before the final evaluation
Permanent Teachers	1st Observation	• If either is absent, the ten days shall be extended by the number of days absent.	December 11, 2026
Permanent Teachers	2nd and/or 3rd observations		Due before the final evaluation
Final Evaluation Meeting			
P1, P2, Intern, Temporary, and Emergency Teachers	Final Evaluation Meeting	• The meeting shall be held no later than thirty days prior to the last day of school. • No less than 5 school days prior to the final evaluation conference meeting, the member shall provide: draft reflection and evidence. • The member has 10 school days to prepare a written response.	Due May 5, 2027
Permanent Teachers	Final Evaluation Meeting		Due May 5, 2027
☐ More information is available in the contract on SBTA.info. ☐ If you believe any violations have occurred, please contact your site rep for more help with questions and/or grievances. ☐ Please keep in mind that you have 10 school days to file a grievance. We encourage you to be proactive in addressing any concerns within this timeframe.			

Revised 6/24/2026