



2024-2025 State- Mandated Appraisal Timeline

TKES, LKES, SLEI, or CKES

	Deadline	Requirement			
Pre-Conference (Beginning of the Year)	August 19 th	Employee Completes Orientation (can be done as group with Leader(s), Pre-Conference, Self- Assessment)			
	September 6 th	Supervisor/ Leader Conducts Pre-Conference			
August 30 th	Reminder to schools/departments of required 100% completion of all Pre-Conference items				
Mid-Year	December 20 th	Walkthrough/Formative #1 (All Standards)			
	January 31 st	Leaders complete Mid-Year Conference			
	Employees starting between December 1, 2024 and February 28, 2025 will complete the Pre-Conference Section and End-of-Year Only.				
January 31 st	Reminder to departments reminding of required 100% completion of all Mid-Year Appraisals				
End-of-Year	April 30 th	Walkthrough/Formative #2 (All Standards)			
	May 16 th	Supervisors complete End-of-Year Self-Appraisal/ Summative Conference			
June 5 th	Reminder to schools/departments reminding of required 100% completion of all components				
End-of-Year/ Summative Schedule Deadlines	Evaluation	TKES, SLEI, CKES	LKES	ALL FINAL	Platform Closure
	Dates	May 16 th	Jun 6 th	June 12 th	June 14 th

See separate document for EPAT appraisal timeline.