

SPARTANBURG SCHOOL DISTRICT SEVEN
Expanded ADEPT SCTS 4.0 Rubric
Annual 1 - Summative Calendar with Year-Long
Student Learning Objectives (SLOs) 2022 – 2023

PROCEDURE	TARGET DATE(S)	DATE COMPLETED
Preliminary Evaluation Period (PEP) - Fall 2022		
Orientation – confirm/sign in SCLead	August 8 – 23	
Additional orientation with principal if necessary Complete Team Planning	August 19 – 23	
PEP Cycle begins	August 24	
Teacher submits Student Learning Objective (SLO) for review {enter in SCLead}	September 9	
P.O.P. Cycle ~ announced observations <u>P</u> re-Observation Conference <ul style="list-style-type: none"> • Teacher notified at least three days in advance • Observer prepares Pre-Conference Planning Sheet (optional) <u>O</u> bservation <ul style="list-style-type: none"> • Post-Conference Teacher Reflection submitted within two days of observation • Teacher enters information on SCLead <u>P</u> ost-Observation Conference <ul style="list-style-type: none"> • Conference occurs within five days of observation • Observer prepares Post-Conference Planning Sheet (recommended) • Post-Conference Observation Summary (required) • Observer enters information on SCLead • Any hard copies of documents are to be shared with teacher 	September 12 – November 15	
Teacher and Principal/Designee approve SLO for implementation	September 23	
<i>Conduct SLO (mid-year) Conference with Teacher</i> {SLO may be adjusted at this time} Note: This may be done in conjunction with the Post-Observation Conference	November 16 – 18	
Submit PEP Cycle Documentation in SCLead	November 22	
Final Evaluation Period (FEP) - Spring 2023		
P.O.P. Cycle ~ unannounced observations Observation <ul style="list-style-type: none"> • Post-Conference Teacher Reflection submitted within two days of observation • Teacher enters information on SCLead Post-Observation Conference <ul style="list-style-type: none"> • Conference occurs within five days of observation • Observer prepares Post-Conference Planning Sheet (recommended) • Post-Conference Observation Summary (required) • Observer enters information on SCLead • Any hard copies of documents are to be shared with teacher 	November 28– March 10	
Teacher Submits Professional Self-Review in SCLead Building Administrator/Designee completes Professionalism Review in SC Lead	February 10	
<i>Conduct Final SLO Conference with Teacher</i> Note: This may be done in conjunction with the Post-Observation Conference	March 13 – 17	
Submit FEP Cycle Documentation in SCLead	March 24	