



2021-22 OPES Evaluation Process

Roles/Responsibilities and Deadlines

(This information is subject to change as a result of new knowledge and/or decisions from legislation, the Ohio Department of Education, etc.)

Dates	Evaluators	Administrators
By September 3	Log in to <i>OhioES</i> and verify roster. Please send any corrections to LEADadmin@columbus.k12.oh.us .	
August 23 – September 10		Log in to OhioES and verify information. <ul style="list-style-type: none"> Please send any corrections to LEADadmin@columbus.k12.oh.us. Submit Self-Assessments.
August 23 – September 30	Development of Professional Growth Plans/Improvement Plans (for all principals and assistant principals) REMINDER: <i>Professional Growth Plan/Improvement Plan conferences can be combined with pre-conferences/conferences – with separate documents in OhioES.</i>	Development of Professional Growth Plans/Improvement Plans
August 23 – January 14	After Professional Growth and Improvement Plans are submitted, conduct first semester Conferences, Walkthroughs, and Observations. (Documentation must be submitted in OhioES prior to the next interaction and within seven school days of occurrence.)	
November 2		Deadline to submit retirement notification to Human Resources to be exempted from Evaluation Process



2021-22 OPES Evaluation Process

Roles/Responsibilities and Deadlines

(This information is subject to change as a result of new knowledge and/or decisions from legislation, the Ohio Department of Education, etc.)

Dates	Evaluators	Administrator
January 18 - April 14	<ul style="list-style-type: none"> Conduct second semester Conferences, Walkthroughs, and Observations. <p>(Documentation must be submitted in OhioES prior to the next interaction and within seven school days of occurrence.)</p>	
March 31, April 1, 4, 5 (tentative)	End of Year Evaluation Procedures Training (various times will be offered)	
April 14	<p>Deadline for entering Final Holistic Performance Ratings into <i>OhioES</i></p> <p>(A Final Holistic Performance Rating may only be assigned if <u>all</u> components of the evaluation cycle were completed.)</p>	
April 15-22	SPRING BREAK	
April 25-29		Log in to <i>OhioES</i> , view rating and acknowledge (enter PIN) Final Summative Rating Form. Acknowledgement is not required but is highly recommended.
May 2 – May 9	<ul style="list-style-type: none"> Log in to <i>OhioES</i> to obtain Final Summative Rating Forms for principals/assistant principals. Hold Final Summative Conferences with principals/assistant principals and provide Final Summative Rating Forms from <i>OhioES</i>. Submit Final Conferences in <i>OhioES</i>. 	Participate in a Final Summative Conference with Evaluator and receive a copy of Final Summative Rating Form from <i>OhioES</i> .
May 20		Deadline to submit Evaluation Appeal Form

*Temporary changes in House Bill (HB) 164, HB 197 and HB 404 of the 133rd General Assembly impact teacher, principal and counselor evaluations. As outlined in HB 164 and with guidance from ODE, student growth attributable to educators (value-added data, vendor assessment data, High Quality Student Data, Metric of Student Outcomes, etc.) will not be utilized for the purpose of evaluations in the 2021-2022 school year. The 2021-2022 OPES evaluation will be based on Performance only.

Note: Printed copies of evaluations do not need to be sent to Human Resources. OhioES will be the official record of evaluations.

Updated 8/4/2021