Improvement Plan Cycle
30 calendar days – 1 year

Self-Assessment
• Educator and evaluator meet within 10 days of assigning the plan
• Evaluator directs educator to submits summary of self-assessment within this time

Goals & Action Plans
• Evaluator sets goals based on prescriptions from previous evaluations

Plan Implementation
• Educator and evaluator collect evidence through artifacts and observations
• Observation requirements: 1 announced, 2 unannounced for plans < 6 months
  4 unannounced for plans between 6 months and a year

Formative Assessment
• Midway through the cycle, evaluator prepares assessment and makes rating
• Evaluator and educator meet
• Rating determines next steps:
  - Proficient or Exemplary: Move to a Self-Directed plan
  - Needs Improvement: Move to a Directed plan
  - Unsatisfactory: Plan continues

Summative Evaluation
• At the end of the cycle, evaluator prepares assessment and makes rating
• Rating determines next steps:
  - Exemplary or Proficient: Move to a Self-Directed plan
  - Needs Improvement: Move to a Directed plan
  - Unsatisfactory: Move to termination