

## **Summary Evaluation Appeals**

Teachers may appeal their summary evaluation for the previous school year based on a lack of adherence to the summary evaluation procedures outlined in the current teacher evaluation system guidebook. At this time, they may not appeal their instructional practice score. Teachers may only review and appeal their student growth score and consequent final summary score.

Teachers will receive an email once the Summary Evaluation Appeals Window is open. This will happen in early fall, after all scores have been received and validated. The email will contain a link to a Summary Appeals Forms Survey. All information must be completed in the Summary Appeals Forms Survey during the 10 day appeals window. Any information received after the date of the window closes will not be considered.

### **All appeals will be considered using the following steps:**

1. Date of receipt of completed appeal documentation is verified.
2. Form and supporting documentation are reviewed for completeness.
3. Basis of appeal is confirmed.
4. Completed appeals form and documentation are reviewed by the TES Appeals Committee.