

Classified Performance Evaluation Dates

*Four Cycles in a 12-month period	<i>Cycle 1 (3 months)</i>	<i>Cycle 2 (3 months)</i>	<i>Cycle 3 (3 months)</i>	<i>Cycle 4 (3 months)</i>
HR will email performance evaluation forms and notifications to supervisor(s) on:	December 1	March 1	June 1	September 1
This cycle will target <u>ALL</u> performance evaluations due beginning FROM:	January 1	April 1	July 1	October 1
This cycle will target <u>ALL</u> performance evaluations due up TO:	March 31	June 30	September 30	December 31
Due date for supervisor(s) to submit completed performance evaluations	April 10	July 10	October 10	January 10

In accordance with the District's policies to ensure we meet and exceed accreditation standards, the above cycle dates will be used to help facilitate probationary evaluations (3-month, 6-month, 9-month, and 12-month) where applicable and annual performance evaluations.