REQUEST FOR SECOND APPRAISAL

TEACHERS: During the school year each teacher will have one appraisal by one appraiser. However, each teacher is also guaranteed a second appraisal by a different appraiser upon request. All second appraisals will be performed by PDAS certified administrative personnel not assigned to the requesting teacher's campus. Results of the second appraisal will be considered equally with the findings of the "teacher supervisor" when determining the summative PDAS score. Requests for second appraisals must be made within ten (10) working days after receiving a written observation summary and/or written summative annual appraisal report.

Please make a copy of this completed form for your files. Mail the original to Associate Superintendent for Curriculum and Instruction, Joyce Eversole.

TEACHER'S PRINTED NAME _____
LAST FIRST

HOME CAMPUS _____

SOC. SEC. NO. _____

TEACHING ASSIGNMENT _____

DATE OF SUMMARY CONFERENCE WITH PDAS "FIRST APPRAISER" _____

REQUIRED SIGNATURES:

_____REQUESTING TEACHER

_____PDAS "FIRST APPRAISER"

_____PRINCIPAL (IF DIFFERENT FROM PDAS "FIRST APPRAISER")

(TO BE COMPLETED AT CENTRAL OFFICE)

DATE PDAS SECOND APPRAISAL REQUEST RECEIVED _____

NAME OF ASSIGNED SECOND APPRAISER _____

DATE COPIES OF NOTIFICATION MAILED TO TEACHER, PDAS "FIRST APPRAISER," PRINCIPAL AND DESIGNATED SECOND APPRAISER _____

_____
ASSOC. SUPT. FOR CURRICULUM & INSTRUCTION

Revised 7/2000