

Louisiana Evaluation System (LES) 2024-2025 Timeline

System	LES Activity	Suggested Timespan	System Level Updater	Evaluator	Evaluatee
Louisiana Evaluation Portal (LES)	LES Opens for the School Year	September 2024	Assign Evaluators	Check Site Rosters	n/a
	Set SLTs*	Fall 2024 or upon hire/position transfer	Monitor SLT Entry	Meet, review, and accept SLTs	Meet and enter SLTs
	Formal Observations/Conferences*	Fall 2024-Spring 2025	Monitor Observation Entry; In LEADS Systems, Monitor MOY and EOY Entry for Counselors & Leaders	Hold Pre-Conference for Announced Observations and Enter Date, Conduct Observations and Enter Scoring/Feedback, Enter Post-Conference Date and Hold Meeting	In LEADS Systems, complete Self-Assessment; All Review Scores
	PGP/Coaching Plans	Fall 2024; In LEADS Systems, following 1st Formal Observation	Monitor PGP/Coaching Plan Entry	Meet to Develop PGP/Coaching Plan; In LEADS Systems, add Informal Observation Date following Creation of PGP/Coaching Plan	Link the URL to the PGP/Coaching Plan
	Rate SLTs	Winter 2024-Spring 2025	Monitor Completion	Rate SLTs and Provide Feedback	Report Results of SLTs

	Submit SLTs	Spring 2025	Monitor Completion	Submit SLTs Once All are Final	Review Scores
	Final Evaluation Scores Calculated	The data system will calculate the final score once all required observations are entered and SLTs are submitted. Note: Scores are not final until VAM is submitted by LDOE. The score may change for VAM teachers once VAM is submitted to LES.			
VAM Roster Verification	Roster Verification Period	Spring 2025; The roster verification process will be communicated once finalized.			

*Refer to [Bulletin 130](#) for requirements.