

Louisiana Evaluation System (LES) 2025-2026 Timeline

Task	Suggested Timespan	System Level Updater	Evaluator	Evaluatee
LES Opens for the School Year	August	Assign evaluators	Check site rosters	n/a
Set SLTs*	Early fall or upon hire/position transfer	Monitor SLT entry	Meet, review, and accept SLTs	Meet and enter SLTs
Formal Observations/ Conferences*	Fall - Spring	Monitor observation entry, monitor MOY and EOY entry for counselors & leaders	For announced observations, enter date; conduct observations and enter scoring/ feedback, enter post-conference date, and hold meeting	Complete self-assessment; review scores
PGP/ Coaching Plans	Fall; linked following the 1st formal observation (PGP is revised throughout the year.)	Monitor PGP/Coaching Plan entry	Meet to develop PGP/Coaching Plan; add informal observation date following creation of PGP/Coaching Plan	Link the URL to the PGP/Coaching Plan
Rate SLTs	Winter - Spring	Monitor completion	Rate SLTs and provide feedback	Report results of SLTs
Submit SLTs	Spring	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.			

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

VAM Roster Verification

VAM roster verification will occur in the spring. The process will be communicated once finalized. Email systemsupport@la.gov with any questions regarding the verification.

Evaluation Process Sequence and Timeline

The following documents should be used alongside this timeline to ensure all processes are implemented within policy requirements. These detailed guides can be used for planning, implementation, and data entry.

[Louisiana Leader and Counselor Evaluation Process: Sequence and Timeline](#)

[Louisiana Educator Evaluation Process: Sequence and Timeline](#)