

# 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

	<b>Submit SLTs</b>	Spring 2025	Monitor Completion	Submit SLTs Once All are Final	Review Scores
	<b>Final Evaluation Scores Calculated</b>	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	<b>Roster Verification Period</b>	Spring 2025; The roster verification process will be communicated once finalized.			

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