

TLC Operations Guide: Selection Calendar

DESIGNED FOR: Principals, proxies, hiring managers, and prospective teacher leaders

When and why use this resource? This document guides you through a brief calendar teacher leader role selection for the 2016-17 school year. Any questions, comments, or concerns can be mailed to teacherleader@dpsk12.org.

EXTERNAL to DPS Application Process

1. Apply to the General Teaching 2017-18 Pooled Posting
2. Apply to the **General Teacher Leader Pooled Posting** if you are interested in Senior / Team Lead roles
3. Apply to job posting(s) at an individual school

The exact timeline of this process depends on when the individual applies to each component.

INTERNAL to DPS Application Process

1. Determine your current eligibility for Teacher Leader roles. If your eligibility status is "Insufficient Data" in GHR, email your most recent summative evaluation to teacherleader@dpsk12.org to have your eligibility assessed according to the "External to DPS Candidates" timeline below.
2. Apply to job posting(s) at an individual school

EXTERNAL to DPS CANDIDATES*

*Also applies to internal candidates with an eligibility status of "insufficient data" in GHR

INTERNAL to DPS CANDIDATES

DPS SCHOOLS*

*Innovation Schools may follow an alternate schedule

Month	Apply by...**	Eligibility vetted by...	Notes
JAN	9	Teacher Leader pool opens	
	Tuesday, 1/17	Friday, 1/20	
	Tuesday, 1/31		27 Schools receive TLC position numbers
FEB		Friday, 2/3	
	Tuesday, 2/14	Friday, 2/17	4 In-building selection begins
	22		4 In-building selection begins Selection opens for all candidates
MAR	Tuesday, 3/7	Friday, 3/10	
	Tuesday, 3/21	Friday, 3/24	
APR	Tuesday, 4/4	Friday, 4/7	
	Tuesday, 4/11	Friday, 4/14	
	Tuesday, 4/18	Friday, 4/21	
	Tuesday, 4/25	Friday, 4/28	
MAY	Tuesday, 5/9	Friday, 5/12	1 Recommended deadline for final selection
	Tuesday, 5/23	Friday, 5/26	
JUN			1 Required deadline for final selection

**If your application is incomplete in the first submission and you re-submit with required documentation, you will be re-reviewed on this same timeline.