

## Thames, Brenda

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**From:** Cazares, Becky  
**Sent:** Tuesday, July 24, 2018 11:17 AM  
**To:** Aguilar III, Richard; Aguilar, Elmer; Avitia, Amber; Bailey, Shaun; Banuelos, Francisco; Battisti, Maria; Berna, Justin; Boeding, Brooke; Boomer, Brian; Branan, Callie; Brase, Terry; Cabrera, Sarai; Castillo, David; Cazares, Becky; Cazares, Javier; Clark, Kristin; Cleveland, Conne; Cooper, Kelly; Costa, Kris; Crider, Kyle; Cruz, Virginia; Darnell, Jay; Davis, Kimberlee; Davis, Lorna; Defede, Kathryn; Felix-Mata, Bertha; Finster, Kathy; Flood, Malinali; Garcia, Justin; Gonzales, Anna; Gonzalez, Patricia; Gore, Debbie; Grogan, Rita; Gutierrez, Omar; Hatfield, Lacy; Hawken, Christopher; Henry, Kenneth; Iniguez, Anabel; Isaac, Donna; Jeffcoach, Nancy; Juarez, Alejandra; Kozlowski, Michelle D.; Lomeli, Nestor; Lopez, Kenny; Lourenco, Maria; Marmolejo, Ricardo; Martinez Garcia, Valentin; Mendoza, Eric; Millett, Mark; Minter, Cory; Mora, Cecilio; Myrick, Amber; Ochoa, Adriana; Padilla, Delia Z.; Pereira, Corinna; Perez, Alexis; Pimentel, Robert; Posadas, Carlos; Preston, James L.; Redding, Lorri; Reynoso, Monica; Rockwell, Suzanne; Rodriguez, Raquel; Simon, Giselle; Soria, Deborah; Soto, Zack; Stoppenbrink, Ken; Sweeney, Patrick; Tamayo, Daniel; Thames, Brenda; Thomas, Linda; Trevino, Thelma; Turmon, Shannon; Van Horn, Stuart; Vetter, Shaun; Villalobos, Alejandro; Villarreal, Oscar; Warner, Sue; Weatherman, Tammy; Wright, Anita  
**Subject:** Evaluations  
**Importance:** High

Good morning!

You will all be receiving an email from my office regarding the **annual** evaluation schedule for 2018-19. We are sending this out in advance in order to assist all of you in preparing for these due dates. You will still receive our monthly reminders to assist you as well.

I highly recommend you add a reminder at least 30-60 days before the month the evaluation is due. This will allow you plenty of time to prepare the documentation required. **Our goal is 100% compliance!**

As a reminder, you can find the [evaluation forms](#) for classified, confidential and management staff in the portal.

If you have any questions, please give me a call.

Thank you!

### BECKY CAZARES

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