

DISTRICT/CHARTERS Tasks	
<b>STUDENT ACHIEVEMENT</b>	
<ul style="list-style-type: none"> <li>• <b>Teacher Assignment/Course/Roster Data Review through Accuroster Window</b> <ul style="list-style-type: none"> <li>○ Districts/Charters will review teacher and course assignment data, including student rosters, that will be used to establish Student Achievement Measures (STAM) on NMTEACH Summative Reports</li> <li>○ Training Guidance for Accuroster Data Review</li> </ul> </li> </ul>	<p><b>District Data Confirmation</b></p> <p><b>Accuroster will open in January 2019, and remain open until the end of the school year, except for brief periods to update data and/or system maintenance.</b></p> <p><b>Instructional webinars will be broadcast intermittently throughout the school year.</b></p>
<b>OBSERVATIONS</b>	
<p><b>Observations are considered complete when:</b></p> <ul style="list-style-type: none"> <li>• Observations conducted and submitted to teachers through My Learning Plan</li> <li>• Feedback provided to teacher by principal</li> <li>• Teacher acknowledges receipt of observation</li> <li>• Principal finalizes observation in the Frontline Education platform</li> </ul>	
<p><b>3 Observation Cycle (OPTION 1)</b></p> <ul style="list-style-type: none"> <li>• Observation 1</li> <li>• Observation 2</li> <li>• Observation 3</li> </ul>	<p><b>November 9, 2018</b></p> <p><b>March 22, 2019</b></p> <p><b>May 31, 2019</b></p>

<b>2 Observation Cycle (OPTIONS 2 &amp; 3)</b> <ul style="list-style-type: none"> <li>• Observation 1</li> <li>• Observation 2</li> </ul>	<b>December 21, 2018</b> <b>May 31, 2019</b>
<b>MULTIPLE MEASURES</b>	
<b>Domains 1 and 4 are considered complete when:</b> <ul style="list-style-type: none"> <li>• Domains 1 and 4 review conducted, scored, and submitted to teacher</li> <li>• Feedback provided by principal</li> <li>• Teacher acknowledges receipt of observation</li> <li>• Principal finalizes observation in the Frontline Education platform</li> </ul>	<b>March 22, 2019</b>
<b>Teacher Attendance Reporting</b> <ul style="list-style-type: none"> <li>• July 1, 2018 – July 12, 2019</li> </ul>	<b>District Reporting/Verification Deadline</b> <b>July 12, 2019</b>
<b>NMTEACH Student and Parent Surveys</b> <ul style="list-style-type: none"> <li>• Fall Student Surveys (Semester and Block Schedules)</li> <li>• Spring Student and Parent Surveys (all schedules)</li> </ul>	<b>Window Open</b> <b>November 26, 2018 – December 21, 2018</b>  <b>March 4, 2019 - May 10, 2019</b>
<b>2018-2019 Summative Reports Available to Districts/Charters</b>	<b>September, 2019</b>

PRINCIPAL EVALUATIONS	DISTRICT/SUPERINTENDENT Tasks
<b>Student Achievement Measures (STAM)</b>	
<b>School Grade Report Card</b>	Available August, 2018
<b>Observations</b>	
<b>See observation timelines for teachers</b>	Districts may move up timelines, or use existing data from the observation process to complete principal summative reports
<b>Multiple Measures</b>	
<p><b>HOUSSE Competencies conducted by Superintendent/Supervisor</b></p> <ul style="list-style-type: none"> <li>• HOUSSE Forms A and B (prior to 40<sup>th</sup> day)</li>   <li>• HOUSSE Form C</li>   <li>• HOUSSE Form D</li> </ul> <p>Recommended timeline</p> <ul style="list-style-type: none"> <li>○ HOUSSE Forms A and B           <ul style="list-style-type: none"> <li>▪ Midyear review</li> </ul> </li> <li>○ HOUSSE Form C</li> <li>○ HOUSSE Form D</li> </ul> <p><b>Teacher Surveys</b></p>	<p><a href="http://ped.state.nm.us/ped/NMTeachDocs/Toolbox/housse_a.pdf">http://ped.state.nm.us/ped/NMTeachDocs/Toolbox/housse_a.pdf</a>  <a href="http://ped.state.nm.us/ped/NMTeachDocs/Toolbox/housse_b.pdf">http://ped.state.nm.us/ped/NMTeachDocs/Toolbox/housse_b.pdf</a></p> <p><a href="http://ped.state.nm.us/ped/NMTeachDocs/Toolbox/housse_c.pdf">http://ped.state.nm.us/ped/NMTeachDocs/Toolbox/housse_c.pdf</a>  <a href="http://ped.state.nm.us/ped/NMTeachDocs/Toolbox/housse_d.pdf">http://ped.state.nm.us/ped/NMTeachDocs/Toolbox/housse_d.pdf</a></p> <ul style="list-style-type: none"> <li>• <b>Prior to October 1, 2018</b> <ul style="list-style-type: none"> <li>▪ <b>January – February, 2019</b></li> </ul> </li> <li>• <b>April, 2019</b></li> <li>• <b>April, 2019 - June, 2019</b></li> </ul> <p><b>January 7, 2019 - February 15, 2019</b>        *Results available for district/charter use March 29, 2019</p>
<b>Final Summative Report</b>	<b>Spring 2018</b>