



# 2017-2018 Observation Calendar

JUNE 2017							JANUARY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1-5	2	3	4	5	6	
4	5	6	7	8	9	10	8 - Back to School	9	10	11	12	13	
11	12	13	14	15	16	17	15 - Martin Luther King Holiday	16	17	18	19	20	
18	19	20	21	22	23	24	24 - Second Quarter Ends	25	26	27	28	29	
25	26	27	28	29	30		25 - Teacher Prep/PD Day*	26	27	28	29	30	
JULY 2017							JANUARY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1			16 - Parent-Teacher Conference Day	17	18	19	20	21	
2	3	4	5	6	7	8	19 - Presidents Day						
9	10	11	12	13	14	15	FEBRUARY 2018						
16	17	18	19	20	21	22	S	M	T	W	T	F	S
23	24	25	26	27	28	29	2	3	4	5	6	7	
30	31						4	5	6	7	8	9	10
AUGUST 2017							MARCH 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	5	1	2	3	4	5	
6	7	8	9	10	11	12	29 - Third Quarter Ends	30	Record Keeping Day				
13	14	15	16	17	18	19							
20	21	22	23	24	25	26	28 - First Day of School Grades 1-12	29	First Day of Kindergarten				
27	28	29	30	31									
SEPTEMBER 2017							MARCH 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2		29 - Third Quarter Ends	30	Record Keeping Day				
3	4	5	6	7	8	9							
10	11	12	13	14	15	16	25 - Teacher Prep/PD Day*	26	27	28	29	30	
17	18	19	20	21	22	23	28 - First Day of School Grades 1-12	29	First Day of Kindergarten				
24	25	26	27	28	29	30							
OCTOBER 2017							APRIL 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	2-6	7	8	9	10	11	
8	9	10	11	12	13	14	9 - Fourth Quarter Begins						
15	16	17	18	19	20	21							
22	23	24	25	26	27	28	27 - Teacher Prep/PD Day*	28	29	30	31		
29	30	31					28 - First Day of School Grades 1-12	29	First Day of Kindergarten				
NOVEMBER 2017							APRIL 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	5	6	7	8	9	10	
5	6	7	8	9	10	11	11 - First Quarter Ends	12	13	14	15	16	
12	13	14	15	16	17	18	12 - Teacher Prep/PD Day*	13	14	15	16	17	
19	20	21	22	23	24	25	13 - Teacher Recordkeeping Day	14	15	16	17	18	
26	27	28	29	30			14 - Second Quarter Begins						
DECEMBER 2017							MAY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2		1	2	3	4	5	6	
3	4	5	6	7	8	9	8	9	10	11	12	13	
10	11	12	13	14	15	16	15	16	17	18	19	20	
17	18	19	20	21	22	23	16 - Parent-Teacher Conference Day	17	18	19	20	21	
24	25	26	27	28	29	30	19 - State Fall Conference Day	20	21	22	23	24	
31							20 - Conference Conversion Day	21	22	23	24	25	
DECEMBER 2017							MAY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2		1	2	3	4	5	6	
3	4	5	6	7	8	9	6	7	8	9	10	11	
10	11	12	13	14	15	16	13	14	15	16	17	18	
17	18	19	20	21	22	23	14 - Teacher Prep/PD Day*	15	16	17	18	19	
24	25	26	27	28	29	30	15 - Teacher Recordkeeping Day	16	17	18	19	20	
31							16 - Second Quarter Begins	17	18	19	20	21	
DECEMBER 2017							JUNE 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2		11 - Graduation**	12	13	14	15	16	
5	6	7	8	9	10	11	12 - Last Day for Pre-K-11	13	14	15	16	17	
12	13	14	15	16	17	18	13 - Record Keeping Day	14	15	16	17	18	
19	20	21	22	23	24	25	14 - Possible Snow Day	15	16	17	18	19	
26	27	28	29	30			14 - Possible Snow Day						
DECEMBER 2017							JUNE 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2		11	12	13	14	15	16	
3	4	5	6	7	8	9	12	13	14	15	16	17	
10	11	12	13	14	15	16	13	14	15	16	17	18	
17	18	19	20	21	22	23	14	15	16	17	18	19	
24	25	26	27	28	29	30	15	16	17	18	19	20	
31							16	17	18	19	20	21	
DECEMBER 2017							JULY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2		1	2	3	4	5	6	
8	9	10	11	12	13	14	8	9	10	11	12	13	
15	16	17	18	19	20	21	15	16	17	18	19	20	
22	23	24	25	26	27	28	16	17	18	19	20	21	
29	30	31					17	18	19	20	21	22	
DECEMBER 2017							JULY 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2		1	2	3	4	5	6	
3	4	5	6	7	8	9	8	9	10	11	12	13	
10	11	12	13	14	15	16	15	16	17	18	19	20	
17	18	19	20	21	22	23	16	17	18	19	20	21	
24	25	26	27	28	29	30	17	18	19	20	21	22	
31							18	19	20	21	22	23	

Green = Good day for observations

Yellow = Use caution before scheduling observations on these days

Red = Not recommended to conduct observations on these days

### JANUARY

- 1-5 – Winter Recess
- 8 – Back to School
- 15 – Martin Luther King Holiday
- 24 – Second Quarter Ends
- 25 – Teacher Prep/PD Day\*
- 26 – Teacher Recordkeeping Day
- 29 – Third Quarter Begins

### FEBRUARY

- 16 – Parent-Teacher Conference Day
- 19 – Presidents Day

### MARCH

- 29 – Third Quarter Ends
- 30 – Record Keeping Day

### APRIL

- 2-6 – Spring Recess
- 9 – Fourth Quarter Begins

### RECOMMENDED GUIDEPOSTS TO COMPLETE OBSERVATIONS:

11/8: if you've done 25% of your observations, you're on track

1/30: halfway there!

3/27: if you've done 75% of your observations, you're on track

5/31: all observations should be complete and input into eCompass by this date

### JUNE

- 11 – Graduation\*\*
- 12 – Last Day for Pre-K-11
- 13 – Record Keeping Day
- 14 – Possible Snow Day

14 – Possible Snow Day

### KEY:

= Students Not in School

\*Teacher attendance at district professional development (PD) will be differentiated based on content, grade level and school.

\*\* Official Graduation Date (ceremony dates vary with each high school)

- Consider your school's conference schedule and testing calendar when arranging observations

- All observations should be input into eCompass by 5/31/2018

Student instructional days: 176 (121 green, 28 yellow, 27 red)

1<sup>st</sup> quarter: 44 (20 green, 14 yellow, 10 red)

3<sup>rd</sup> quarter: 42 (38 green, 2 yellow, 2 red)

2<sup>nd</sup> quarter: 44 (35 green, 3 yellow, 6 red)

4<sup>th</sup> quarter: 46 (28 green, 9 yellow, 9 red)

1

Find your 'Status', that best describes your experience at MPS.

2

Read across, to see the activities that will be in your Observation Plan this year.



## SOEI Observation Model Update for 2017-18

Status	Clarifying Note	Observation Type ( <i>Observer</i> )			
All 1 <sup>st</sup> -year Teachers (Non-Tenured)	<b>TRACK 1</b>	Full Observation (Primary Observer)	Focused (Secondary)	Short (Primary)	Short (Secondary)
All 2 <sup>nd</sup> -year and 3 <sup>rd</sup> -year Teachers (Non-Tenured)	<b>TRACK 2</b>	Full Observation (Primary Observer)	Short (Secondary)	Short (Primary)	Short (Secondary)
Tenured Teachers in the "Full Observation Year" of the Tenured Observation Cycle	<b>TRACK 4</b>  In addition to all 4 <sup>th</sup> -year teachers, this group includes tenured teachers who last received a Full Observation in 2014-15 or earlier	Full Observation (Primary Observer)	<b>Teacher's choice:</b> Focused (Secondary) <u>OR</u> Short (Secondary)	<b>Teacher's choice – Teacher will choose one of the following 4 options:</b> • Short (Secondary) – unscored obs. • Focused (Secondary) – unscored obs. • Peer Coaching • Peer Coaching Training	
Tenured Teachers who received a Full Observation in 2016-17 (excluding 4 <sup>th</sup> -year Teachers)	<b>TRACK 3</b>  This group includes only tenured teachers who are <u>both</u> beyond their 4 <sup>th</sup> year as a teacher in MPS <u>and</u> whose most recent Full Observation occurred in 2016-17	Short Observation (Primary Observer)	<b>Teacher's choice:</b> Focused (Secondary) <u>OR</u> Short (Secondary)	<b>Teacher's choice – Teacher will choose one of the following 4 options:</b> • Short (Secondary) – unscored obs. • Focused (Secondary) – unscored obs. • Peer Coaching • Peer Coaching Training	
Tenured Teachers who will receive a Full Observation in 2018-19	<b>TRACK 3</b>  This group includes only tenured teachers who are <u>both</u> beyond their 4 <sup>th</sup> year <u>and</u> whose most recent Full Observation occurred in 2015-16	Short Observation (Primary Observer)	<b>Teacher's choice:</b> Focused (Secondary) <u>OR</u> Short (Secondary)	<b>Teacher's choice – Teacher will choose one of the following 4 options:</b> • Short (Secondary) – unscored obs. • Focused (Secondary) – unscored obs. • Peer Coaching • Peer Coaching Training	

### Important points:

- This observation model is identical to the observation model used in the 2016-17 school year.
- The number of scored observations for all tenured teachers remains at 2; for non-tenured teachers, the number remains 4.
- Observations will start after mid-September, and observers will follow the calendar to ensure observations don't happen too close to the beginning, the end of the year, or school breaks. (*Calendar of recommended observation dates will be forthcoming by 9/1/2017.*)
- Observations do not have to be done in the order listed above, but all observations must be complete and input into eCompass, by both the observer *and* the teacher, by the end of May 2018.
- Peer Coaching evidence will be uploaded into eCompass to ensure all rounds are complete; Peer Coaching training will be available for interested teachers.
- We continue to focus effort in supporting observers and teachers to engage in quality observations that are completed in a timely, professional, and growth-oriented manner. We are also actively working to ensure effective feedback channels are readily available.