PLC Team Timeline

The purpose of the timeline is to assist your PLC in mapping out the work that needs to be accomplished throughout the school year. Some work has already been plotted for your team; it is up to the team to complete the matrix. Blank spaces have been provided so that you can add topics specific to the work of

your PLC.										
PLC TOPICS	SEPT.	ост.	NOV.	DEC.	JAN.	FEB.	MAR.	APRIL	ΜΑΥ	JUNE
Build Team- set norms, establish roles, determine schedule	х									
State & Local Data Analysis- MCAS, SRI, SMI, BAS, DRA II, DDMs, Other	X (MCAS)	X (SRI/SMI)			х				x	
Create SMART Goals (PLC/Evaluation)	х	x								
Regular use of formative classroom/grade level assessments to drive instruction (Plan, Do, Check, Act)		x	х							
Identify 2 DDMs; create schedule	х	x								
Monitor progress of DDMs and SMART Goals					х					
Create Curriculum Maps, Pacing Guides, and Assessment Calendar		x	х							
Monitor implementation of curriculum maps, pacing guides, and assessment calendar					X					

Evaluation Timeline

For planning purposes, the evaluation timeline has been mapped out so that your PLC can attend to the necessary timelines when setting goals, planning assessments, collecting data, etc. The specific Teach Point forms required for each step have also been noted.

EVALUATION DEADLINES	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APRIL	MAY	JUNE
Notification of Evaluation	X (15th)									
Submit self-assessment and proposed goals (Forms 1, 2a)		X (1st)								
Meet with Evaluator to establish plan		X (15th)								
Educator Plan deadline (Form 2b)			X (1st)							
Evidence on parent outreach, professional growth, progress on goals (year 1) (Form 3b)					X (15th)					
Mid-Cycle Formative Assessments (Form 4a)						X (15th)				
Evidence on parent outreach, professional growth, progress on goals (years 1 & 2) (Form 3b)								X (15th)		
Formative (year 1) Summative (year 2) (Form 5)										X (15th)