2014-2015 PGES YEAR-AT-A-GLANCE CALENDAR
Principal

PGES Web Page   **EDS and PGES**

June 2014	July 2014	August 2014
-Utilize PGES resources for support in TPGES, PPGES, and OPGES -Teachscape initial or calibration training - Teacher, Peer Observer & Principal Summer training on needed areas of professional learning -Identify pilot participants for OPGES -Ongoing training for evaluators in Proficiency system (Teachscape) -Continued professional learning on Kentucky Framework for Teaching -Scale-up work with entire staff for 2014-15 full implementation - Explore CIITS and CIITS informational tools for the variety of PL resources (PD360, Lync, & district resources) -Register for & monitor your PL experience via EDS	-Utilize PGES resources for support in TPGES, PPGES, and OPGES -Teachscape initial or calibration training -Identify pilot participants for OPGES and ensure participants are entered in web collector -Teacher, Peer Observer, Other Professionals & Principal Summer training on needed areas of professional learning -Principal & Superintendent Training for PPGES in PD360 or using KDE/KLA modules - Create observation caseloads in EDS - Learn how to use EDS to implement the PGES - Register for & monitor your PL experience via EDS -Orient self to district Certified Evaluation Plan (CEP) for guidance specific to your district. -Continued professional learning on Kentucky Framework for Teaching	- Conduct an orientation of certified evaluation plan (CEP) with staff (required within 30 days of the start of the school year) -Identify Preschool pilot teacher(s) if applicable -Utilize PGES resources for support in TPGES, PPGES, and OPGES -Teachscape initial or calibration training - Conference with teachers to complete their self reflection, professional growth goal and professional growth plan. -Principal & Superintendent Training for PPGES in PD360 or using KDE/KLA modules -Utilize self-reflection training materials from KLA/KDE -Identify pilot participants for OPGES and ensure participants are entered in web collector - Conduct Self Reflection and develop PGP -Develop SGG -Develop WCG (if did not develop one in 2013-2014) - Learn how to use EDS to implement the PGES -Register for & monitor your PL experience via EDS - Confirm that all teacher's classroom rosters are visible in CIITS - Correct inaccuracies and add corrected roster to IC - Ensure peer observers complete Professional learning for Peer Observers. -Identify Student Voice Building Coordinator
September 2014	October 2014	November 2014
--Utilize self-reflection training materials from KLA/KDE - Conduct Self Reflection and develop PGP -Develop SGG -Develop WCG (if did not develop one in 2013-2014) -Conference with superintendent for approval of SGG, WCG, and PGP. - Conference with teachers to complete their self reflection, professional growth goal and professional growth plan. -Review and approve or request changes to teacher professional growth plans via EDS -Review and approve or request changes to teacher Student Growth Goals via EDS - Provide accurate and meaningful feedback to teachers to enhance professional growth - Collaborate with teacher to define strategies to reach SGG -Attend KLA regional meeting for focus on PGES -Ongoing self-reflection on progress toward SGG -Ongoing self- reflection toward WCG -Ongoing self-reflection toward PGP	-Conduct Self Reflection and develop PGP -Develop SGG -Develop WCG -Monitor roster verification & data -Ensure adherence to district timelines in CEP -Provide accurate and meaningful feedback to teachers to enhance professional growth -Ongoing self-reflection on progress toward SGG -Ongoing self- reflection toward WCG -Ongoing self-reflection toward PGP - Verify/correct Teacher Survey Assignment types for Student Voice Survey (see Administrator Technical How-To document located on the SVS page). -Remove teacher assignments if your district is not participating in the first SVS window (see Administrator Technical How-To document located on the SVS page). -Communicate logistics plan for SVS administration to teachers *If a district chooses to administer Val-Ed every year, they will follow timelines established in CEP.	- Host site visit by superintendent - Conduct mid-course conference with teacher to discuss student growth progress & adjust if needed -Attend KLA regional meeting for focus on PGES -Ongoing self-reflection on progress toward SGG -Ongoing self- reflection toward WCG -Ongoing self-reflection toward PGP - Provide accurate and meaningful feedback to teachers to enhance professional growth - Oversee administration of Student Voice Survey -Verify Student Voice Survey completion (see Administrator Technical How-To document located on the SVS page).

December 2014	January 2015	February 2015
- Host site visit by superintendent -Self Reflection and Mid Year Review -Monitor roster verification -Ongoing self-reflection on progress toward SGG -Ongoing self- reflection toward WCG -Ongoing self-reflection toward PGP - Provide accurate and meaningful feedback to teachers to enhance professional growth	-Host site visit by superintendent -Self Reflection and Mid Year Review - Monitor roster verification -Attend KLA regional meeting for focus on PGES -Ongoing self-reflection on progress toward SGG -Ongoing self- reflection toward WCG -Ongoing self-reflection toward PGP - Provide accurate and meaningful feedback to teachers to enhance professional growth -November Student Voice Survey results available in CIITS	- Prepare for March administration of Student Voice Survey -Attend KLA regional meeting for focus on PGES -Ongoing self-reflection on progress toward SGG -Ongoing self- reflection toward WCG -Ongoing self-reflection toward PGP - Provide accurate and meaningful feedback to teachers to enhance professional growth -Verify/correct Teacher Survey Assignment types for Student Voice Survey (see Administrator Technical How-To document located on the SVS page). -Remove teacher assignments if your district is not participating in the second SVS window -Communicate logistics plan for SVS to teachers
March 2015	**April 2015**	**May 2015**

- TELL Survey
 - Completed site visits by superintendents at principal's school
 - Oversee Administration of Student Voice Survey
 -Verify SVS completion (see Administrator Technical How-To document located on the SVS page).
 -Ongoing self-reflection on progress toward SGG
 -Ongoing self- reflection toward WCG
 -Ongoing self-reflection toward PGP
 -Complete principal portion of Val-Ed 360 Survey
 - Host site visits by superintendent
	- Monitor final roster verifications & data before end
	    of year testing window
	 -Ongoing self-reflection on progress toward SGG
	 -Ongoing self- reflection toward WCG
	 -Ongoing self-reflection toward PGP
	 - Collaborative post conference between principal and teachers to:
	    1)determine if student growth goal was met based
	    on assessment results,
	    2) discuss teacher's PGP
	    3)feedback for planning purposes
		-Ongoing self-reflection on progress toward SGG
		 -Ongoing self- reflection toward WCG
		 -Ongoing self-reflection toward PGP
		 -March Student Voice Survey results available in CIITS

June 2015	**July 2015**	**August 2015**
-Ongoing study of the Kentucky Framework for Teaching - Explore CIITS for the variety of PL resources (PD360, Lync, & district resources) -Teachscape initial or calibration training - Ensure peer observers complete Professional learning for Peer Observers.	-Explore CIITS for the variety of PL resources (PD360, Lync, & district resources) - Register for & monitor your PL experience via EDS - Orient self to the use of evaluation in the PGES -Create observation caseloads in EDS -Learn how to use EDS to implement the PGES - Register for & monitor your PL experience via EDS -Teachscape initial or calibration training - Ensure peer observers complete Professional learning for Peer Observers.	- Explore CIITS for the variety of PL resources (PD360, Lync, & district resources) - Conduct an orientation to updated CEP for all staff within 30 days of start of school year - Register for & monitor your PL experience via EDS - Conduct Self Reflection and develop PGP -Develop SGG -Develop WCG - Confirm that all teacher's classroom rosters are visible in CIITS -Correct inaccuracies and add corrected roster to IC -Teachscape initial or calibration training -Ensure peer observers complete Professional learning for Peer Observers.