

## Elevate NM 23/24 Activities & NMPED Suggested Timeline

Activities	Complete On or Before	Responsible Partner
Complete <b>Self-Reflection</b> with 19 Elements (Domains 1-4)	First Friday of September	Teacher
Beginning of Year (BOY) Professional Development Plan ( <b>PDP</b> ) - Complete the SMART goal, evidence, and timeline.	Last Friday of September	Teacher
BOY <b>PDP</b> - Apply ratings and provide actionable feedback and coaching	40th Day of School	Administrator
<b>1st Walkthrough</b>	Last Friday of September	Administrator
<b>Formal Observation</b> - Apply ratings and provide actionable feedback and coaching. (Note: Level 2 & Level 3 teachers can have their single yearly observation at any time during the calendar year.)	Second Friday of December	Administrator
Post-Observation <b>Reflection</b> - Complete and reference during Formal Observation Coaching Session		Teacher
<b>2nd Walkthrough</b>	Last Friday of January	Administrator
<b>Domain 1</b> - Upload Lesson Plan	Second Friday of February	Teacher
Domain 1 - Apply ratings and provide actionable feedback and coaching	Last Friday of February	Administrator
Middle of Year (MOY) <b>PDP</b> Reflection - Complete reflection	Second Friday of March	Teacher
Middle of Year (MOY) <b>PDP</b> Reflection - Apply ratings and provide actionable feedback and coaching	Last Friday of March	Administrator
Post-Observation <b>Reflection</b> - Complete and reference during Formal Observation Coaching Session		Teacher
<b>Formal Observation</b> - Apply ratings and provide actionable feedback and coaching. (Note: Level 2 & Level 3 teachers can have their single yearly	Last Friday of March	Administrator

observation at any time during the calendar year.)		
<b>Domain 4</b> - Upload artifacts	Second Friday of April	Teacher
Domain 4 - Apply ratings and provide feedback	First Friday of May	Administrator
End of Year (EOY) <b>PDP</b> Reflection - Complete reflection	Third Friday of April	Teacher
EOY (End of Year) <b>PDP</b> Reflection - Apply ratings and provide feedback	First Friday of May	Administrator
Teacher saves and/or prints a copy of their Elevate NM ratings and feedback to keep in their professional files.	Fourth Friday of May	Teacher
NMPED, EQ, EGD, 3.29.23		