

Early Completion Option Teachers Pacing Guide for 2017-18

Month/Week	Upload/ Discuss	Candidate / Mentor Activities	Dates
<i>August (Registration Meeting)</i>			
Mtg. 1	Discuss	Mentoring Activity , Needs Assessment	8/14-18
Mtg. 2	Upload	CTP – 1 and CTP-2	8/21-25
Mtg. 3	Upload	Conversation Guide – Class, School, District & Community	8/28-9/1
<i>September</i>			
Mtg. 1	Discuss	Mentoring Activity , Needs Assessment	9/4-8
Mtg. 2	Upload	ILP – Planning Doc. UPLOAD 9/29	9/11-15
Mtg. 3	Upload	CTP-3 and CTP-4	9/18-22
Mtg. 4	Upload	Conversation Guide – Pedagogy	9/25-29
	Upload	Site Admin. Collaboration Mtg. Fm. UPLOAD 9/29	9/29
	Upload	Candidate Feedback	9/29
	Upload	Mentor Feedback	9/29
<i>October</i>			
Mtg. 1	Discuss	Mentoring Activity , Needs Assessment	10/2-6
Mtg. 2	Upload	CTP-5 and CTP-6	10/9-13
Mtg. 3	Upload	Conversation Guide – Universal Access – Equity for All	10/16-20
Mtg. 4	Upload	Peer Observation	10/23-27
	Upload	Candidate Feedback	10/31
	Upload	Mentor Feedback	10/31
<i>November (Inquiry Meeting)</i>			
Mtg. 1	Discuss	Mentoring Activity , Needs Assessment	10/30-11/3
Mtg. 2	Upload	Conversation Guide – English Learners	11/6-11/10
		ILP – Research – Conduct Research	11/6-10
Mtg. 3	Upload	ILP – Reflection – FALL UPLOAD 11/17	11/13-17
Mtg. 4	Upload	Choice Observation	11/20-11/30
	Upload	Candidate Feedback	11/30
	Upload	Mentor Feedback	11/30
<i>December</i>			
Mtg. 1	Discuss	Mentoring Activity , Needs Assessment	12/4-8
	Upload	Conversation Guide – Special Populations	12/4-8
	Upload	Professional Development Reflection	12/4-8
	Discuss	Conduct Research (ongoing)	12/4-8
Mtg. 2	Discuss	Revisit ILP - Goal	12/11-15
	Upload	Candidate Feedback	12/15
	Upload	Mentor Feedback	12/15

**ALL ECO's MUST BE UP-TO-DATE WITH DOCUMENTS
BY 4 P.M. ON 12/15/17 OR THEY WILL REVERT TO A YEAR 1 STATUS.**

<i>January (Start Inquiry)</i>			
Mtg. 1	Discuss	Mentoring Activities, Needs Assessment	1/8-12
	Upload	Inquiry – ILP – Research (Cells 1-4) UPLOAD 1/12	1/12
Mtg. 2	Upload	Essential Components	1/15-19
Mtg. 3	Upload	Entry-Level Assessment, Pt. 1	1/22-26
	Upload	Focus Students	1/22-26
	Upload	Candidate Feedback	1/31
	Upload	Mentor Feedback	1/31
<i>February</i>			
Mtg. 1	Discuss	Mentoring Activities, Needs Assessment	1/29-2/2
Mtg. 2	Upload	Entry-Level Assessment – Part 2	2/5-9
	Upload	Classroom Observation	2/5-9
Mtg. 3	Upload	CTP-1 and CTP-2	2/12-16
Mtg. 4	Upload	ILP – Reflection – WINTER UPLOAD 2/28	2/28
	Upload	Candidate Feedback	2/28
	Upload	Mentor Feedback	2/28
<i>March (Spring Collaboration)</i>			
Mtg. 1	Discuss	Mentoring Activities, Needs Assessment	2/26-3/2
Mtg. 2	Upload	CTP-3 and CTP-4	3/5-9
Mtg. 3	Upload	Summative Assessment	3/12-16
Mtg. 4	Upload	ILP – Research (Cells 5-8) (See Pg. 106 – User’s Guide)	3/19-23
	Upload	Candidate Feedback	3/29
	Upload	Mentor Feedback	3/29
<i>April (DEADLINE for Year’s Work)</i>			
Mtg. 1	Discuss	Mentoring Activities, Needs Assessment	4/2-6
Mtg. 2	Upload	ILP – Reflection (End of the Year) UPLOAD 4/13	4/9-13
	Upload	Site Admin. Collaboration Meetings Form UPLOAD 4/13	4/9-13
Mtg. 3	Upload	CTP-5 and CTP-6	4/16-20
	Upload	Professional Development Reflection	4/16-20
*** All required documents must be approved by 4 p.m. on 4/20. ***			
Mtg. 4	Discuss	Culminating Questions and Reflection Guide	4/23-27
	Upload	Candidate Feedback	4/20
	Upload	Mentor Feedback	4/20
<i>May (Exit Interviews for Yr. 2s/Transfers/ECOs)</i>			
Mtg. 1	Discuss	Mentoring Activities, Needs Assessment	4/30-5/4
Mtg. 2	Discuss	End of the Year Support	5/7-11
Mtg. 3	Discuss	End of the Year Support	5/14-18
Mtg. 4	Discuss	End of the Year Support	5/21-25
<i>June</i>			
Mtg. 1	Discuss	Mentoring Activities, Needs Assessment	5/28-6/1

** Upload by date listed next to title.