

**Teacher, Support Professional, and TOSA Timeline  
2019-2020**

<b>Time Frame/Date</b>	<b>Activity</b>	<b>Submission Deadline to the Frontline.</b>
August--October 25, 2019	Schedule and complete all BOY conferences. The evaluator will document the 3.5 discussion in the notes.	October 25, 2019 BOY must be finalized in Frontline.
August--November 8, 2019	Evaluates submit PGG and Lesson Plan, Evidence of Standard 1.	November 8, 2019 It must be submitted to Frontline.
August--November 15, 2019	Evaluators can request revisions of PGG and/or Standard 1.	November 15, 2019 It must be requested through Frontline.
August--November 21, 2019	Educators revise and resubmit PGG and/or Evidence of Planning if requested.	November 21, 2019 It must be submitted to Frontline.
August--November 21,	Evaluators score Standard 1.	Scores must be entered in the Frontline.
October 15, 2019	Formal Observations of In-Person Assessment of Practice begin.	
December 16, 2019	Begin MOY conferences. The evaluator will document the 3.5 data discussion and cycle in Frontline.	
February 21, 2020	End MOY conferences.	February 21, 2020 Evidence must be entered in Frontline.
February 21, 2020	Final date for Formal Observations and In-Person Assessment of Practice	<b>February 28, 2020</b> All Formal Observation Data and In-Person Assessment of Practice must be submitted in the Frontline.
March 16, 2020	All evaluators must have completed their 1st informal observations.	<b>March 23, 2020</b> All 1st Informal Observation data must be submitted in the Frontline.
April 24, 2020	All evaluators must have completed their second informal observations.	<b>April 30, 2020</b> All 2nd Informal Observation data must be submitted in the Frontline.
May 15, 2020	All EOY conferences must be scheduled by this date.	
June 5, 2020	Last day to complete all EOY conferences. The evaluator will document the 3.5 data discussion in Frontline.	
June 12, 2020	ALL Final Effectiveness Ratings due.	June 12, 2020 All Final Effectiveness Ratings must be submitted in the Frontline. by the end-of-business day.