

Advance at a Glance

Students learn to think for themselves when teachers continuously learn and develop their classroom practices. *Advance* engages teachers in reflecting on both student learning data and meaningful feedback from school leaders, so they can learn, grow and thrive as professionals.

Key Dates and Reminders for School Year 2023-24

- **September 5 – October 27:** Initial Planning Conference (IPC) Window: Teachers who are rated ineffective or Developing shall have a second meeting to discuss the Teacher Improvement Plan
- **Late September/early October:** previous year *Advance* Overall Ratings sent to teachers' NYCDOE email
- **Ongoing through October 6:** Review and align orders for MOSL assessments in the Periodic Assessment Selection Tool (PAST) to ensure delivery of chosen materials for assessment administration (*please note: materials are not ordered through AWA*).
 - Orders placed in PAST by **September 15** will include both Beginning-of-Year (BOY) and End-of-Year (EOY) assessment materials.
 - Orders placed between **September 16 and October 6** will include only EOY materials. Schools will have to call the Schoolnet Helpdesk to place a late order for printed BOY materials.
 - There will be no late ordering window. Make sure to place orders in PAST by **October 6**.
- **September 18 – October 27:** Beginning-of-Year Assessment Administration, Norming, and Scoring Window*

- **Late September – Early November (exact dates TBD):** Prepare and Deliver Teacher Improvement Plans (TIPs) *[NOTES: Exact dates to be determined when ratings are released. For SY23-24, teachers needing TIPs shall have a standalone meeting – separate from the IPC – to discuss the TIP. TIP meetings should not occur until SY22-23 overall ratings are released.]*
- **October 6:** Review and/or complete assessment ordering in the Periodic Assessment Selection Tool to align assessment order with MOSL selections
- **By October 6:** Make School-Level MOSL Selections
- **By October 27:** Attend annual training session at school sites
- **By October 27:** Complete Beginning-of-Year Assessment Administration, Norming, and Scoring*
- **By November 10:** Make Teacher-Level MOSL Selections (teachers will be notified of their MOSL selections by DOE central on **November 15**)
- **By November 10:** Resolve all scanning or missing score errors, and submit final Beginning-of-Year Assessment scores
- **January 2 – April 19:** Mid-Year Professional Conversation Window for Teachers with a TIP
- **January 29:** Last Day of the Fall Observation Window (Last Day of Fall Term)
- **By March:** Schools revise teacher-level MOSL selections if teachers' rosters/courseloads have changed since the fall term.
- **April 26 – June 21:** Summative End-of-Year Conferences and Final TIP Meeting Window
- **May 1 – June 14:** End-of-Year Assessment Administration, Norming, and Scoring Window*

- **By June 7:** Complete Teacher Observations (Last Day of the Spring Observation Window)
- **By June 14:** Complete End-of-Year Assessment Administration, Norming, and Scoring*
- **June 21:** Resolve all scanning and missing score errors, and submit final End-of-Year Assessment Scores
- **June 26:** Last Day to Deliver MOTP Summary Forms to Teachers
- **June 26:** Last Day to Deliver TIP Form and Accompanying Documentation to Teachers
- **June 26:** Complete Entry of Final MOSL and MOTP Points in AWA (*offline schools only*)

* Some assessments may have different administration, norming and scoring windows; review the [MOSL Assessment Administration Handbook](#) for more information. See the [MOSL Administration Calendar](#) for dates, and review the [New York State Assessment Calendar](#) for New York State Education Department assessment administration dates.