



PANORAMA - FALL 2019

| Timeline | Action |
|-----------------------|---|
| July 10 | Meeting with Principals and instructional coaches to discuss Panorama |
| August 26 | Meeting with teachers to discuss Panorama |
| October 1 | Notify/remind staff that the Panorama window opens October 8 and that it will close October 17, tell them about incentives |
| October 8 | Panorama survey window opens, send email that it's now open |
| October 10 | Send reminder to get responses in - that they have until end of day on Oct 11 at 5 pm |
| October 11 at 5 pm | Pull 2 schools who have a 50% or higher response rate |
| October 15 in morning | Announce winner of 1st drawing, reminder that they'll be a second drawing and survey window closes on Oct 17 |
| October 17 at 5pm | Pull 2 schools who have a 75% or higher response rate, and notify staff window is closed and announce winner of 2nd drawing |
| October 17 | Pull numbers of students (by school) who completed survey by school to give to Jimmy Johns to deliver coupons |
| October 17 at 5:01pm | Data available to Panorama to analyze |

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| October 31 | Panorama share data with district and to share with teachers |
| November 7, 8 | Parent Teacher Conferences (use SEL/Panorama hand out, identifying children's growth and strength SEL areas) |