

| Month | Task | Role | Resources | Notes |
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| September 2023 | Review ADW Accommodations | Administrator | NWEA-MAP-Growth-Accommodations-at-a-Glance-09.07.2022.pdf (adwcatholicschools.org) | Proctor=Classroom teacher 2-8 Mandatory: Math, Reading Language Arts K-1 Optional *Second Grade: takes the K-2 test Suspended tests can be resumed within 27 days |
| | Review MAP Growth Toolkits | | MAP Growth Ready to Test Toolkit | |
| | Share testing schedule and information with families at Back to School Night | | Family Toolkit | |
| | Review ADW Re-Testing Guidance | | NWEA-MAP-Growth-Accommodations.pdf (adwcatholicschools.org) | |
| | Review FAQ on ADW Principal Portal | | Assessment - Archdiocese of Washington Catholic Schools (adwcatholicschools.org) | |
| | Add Student Rosters | Test Coordinator | MAP Growth Coordinator Toolkit | |
| | Assigning Proctors/Teachers | | | |
| | Review MAP Growth Toolkits | | MAP Growth Ready to Test Toolkit | |
| | Review ADW Re-Testing Guidance | | NWEA-MAP-Growth-Student-Retesting-and-Make-Up-Testing-Guidance.pdf (adwcatholicschools.org) | |
| | Pre-Test Checklist | | MAP Accelerator—Getting started: Teacher checklist (nwea.org) | |

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| | Review FAQ on ADW Teacher Portal | Proctors | Troubleshooting-Directions-re-NWEA-MAP-Growth.pdf (adwcatholicschools.org) | |
| | Review MAP Growth Toolkits | | NWEA MAP Growth - Archdiocese of Washington Catholic Schools (adwcatholicschools.org) | |
| | | | MAP Growth Teacher Toolkit | |
| October 2023 | September 13-October 13 Testing Window | NWEA - Manage Testing Sessions (mapnwea.org) | | Mandatory testing Grades 2-8: Mathematics Reading Language Usage |
| | Pull Family Reports for Distribution | Test Coordinator | | |
| | Review Student Data to Inform Instruction | Proctors | My-Data-Plans-for-MAP-Growth-Fillable-Chart-for-Teachers.doc (live.com) Steps-on-Identifying-Priority-Standards-using-NWEA-MAP-Growth-Results2.pdf (adwcatholicschools.org) | |
| November 2023 | Cognia Testing Assurance-Priority Standards | Administrator | Using-MAP-Growth-Reports-to-Identify-Priority-Standards.pptx (live.com) | Upload Priority Standards to Cognito Form-due November 13, 2023 |
| December 2023 | Learning and Instruction | Proctors | | |
| January 2024 | Learning and Instruction | Proctors | | |
| | January 15 - February 15 Testing Window | NWEA - Manage Testing Sessions (mapnwea.org) | | Mandatory testing Grades 2-8: Mathematics Reading Language Usage |

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| February 2024 | Cognia Testing Assurance-Priority Standards | Administrator | | |
| | Pull Family Reports for Distribution | Test Coordinator | | |
| | Review Student Data to Inform Instruction | Proctors | My-Data-Plans-for-MAP-Growth-Fillable-Chart-for-Teachers.doc (live.com) | |
| March 2024 | Learning and Instruction | Proctors | | |
| April 2024 | Learning and Instruction | Proctors | | |
| May 2024 | April 15 - May 15 Testing Window | NWEA - Manage Testing Sessions (mapnwea.org) | | Mandatory testing Grades 2-8: Mathematics Reading Language Usage Science (Grades 5 and 8) |
| | Cognia Testing Assurance | Administrator | Using-MAP-Growth-Reports-to-Identify-Priority-Standards.pptx (live.com) | Upload Priority Standards to Cognito Form-due June 5, 2024 |
| | Pull Family Reports for Distribution | Test Coordinator | | |
| June 2024 | Data Summit | Administrator | | Date TBD |
| | Data Summit | Test Coordinator | | |