Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Feedback by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**“Checklist for Success”**

|  |  |  |
| --- | --- | --- |
| **Instructional Essentials** | | |
| Literacy | Mathematics | Science/Social Studies |
| * **“I-can” statements based on NC Standard Course of Study** are posted large enough for all students to see including verb and activity. **Instruction** is in **alignment** with posted standard and lesson plans. * Literacy **lesson plans** are located in the lesson plan notebook, complete, and contain modifications for each student with an IEP or 504 plan. * **Interactive Reading and Writing Notebooks** are in use for every student in grades 2-5 (K-1 as ready) and include social studies connections (title page, author’s page, table of contents, page numbers, expectations and grading rubric) * **Writing folders** are in use for every student and contain evidence of the writing process with dated writing pieces. * **Word Wall K-2**/**Word Study Chart 3-5** displayed in the classroom. * **Independent Reading:** ALL students have Book Baggies with their “Just Right Books.” * Teacher is **monitoring and interacting** with all students to reinforce **established, positive procedures.** * **All students are actively engaged** in learning, independently or collaboratively. | * **“I-can” statements based on NC Standard Course of Study** for core math are posted for students to see including verb and activity. * **Math** **lesson plans** (core and workshop) are located in the lesson plan notebook, are complete, and contain modifications for each student with an IEP or 504 plan. * **Math Interactive Notebooks** are in use for every student in grades 2-5 (K-1 as ready). * **Manipulatives** (K-5th) and calculators (2nd-5th) are organized, easily accessible, and are in use when appropriate. * **Math vocabulary words** posted in the room (word wall, math word wall, charts, posters) * Instruction is in **alignment** with posted standards and lesson plans. * Teacher is **monitoring and interacting** with all students to reinforce established, positive procedures. * **All students are actively engaged** in learning, independently or collaboratively. | * **“I-can” statements based on Essential Standards for Science and Social Studies** are posted including verb and activity. * **Science lesson plans** are located in the lesson plan notebook, are complete, and contain modifications for each student with an IEP or 504 plan. * **Science Interactive Notebooks** are in use for every student grades K-5. * **Social Studies plans** are located in the lesson plan notebook, are complete, and contain modifications for each student with an IEP or 504 plan. * Instruction is in **alignment** with posted standards and lesson plans. * Teacher is **monitoring and interacting** with all students to reinforce established, positive procedures. * **All students are actively engaged** in learning, independently or collaboratively. |
| **Positive procedures to EXPLAIN, REHEARSE, and consistently REINFORCE:**   * Entering the classroom in the morning (turning in homework, unpacking, putting backpack/jackets in cubbies) * Classroom pencil procedures * Rest room Procedures * Morning work (where to look, what to do when finished) * Lining up (line order, noise level) * Fire drill and tornado drill procedures (will need to practice) * Lockdown procedures (will need to practice) * Class discussion (responding to teacher’s questions, responding to other students’ statements) * Attention signals * Active listening * Cafeteria procedures (noise level, appropriate behavior) | | |

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| --- | --- |
| **Daily Instruction** | **Classroom Setup** |
| * **Clock** centered above whiteboard at front of room. * **Daily Classroom Schedule and Objectives** are posted on the right side of the board large enough for all students to see. * **Daily Homework Assignments** posted * **Day and Date** written large enough for everyone to see. * **Lesson Plan notebook** on computer table near door. * **Letterland Train** posted at eye level for student use. (K-2) * **Teacher and student materials for each lesson** are prepared, organized, and easily accessible. * **Appropriate technology** is integrated into instruction. | * **Furniture** arranged to provide areas for small group work and common area for class meetings/minilessons/Readers’ Workshop meetings. * **Classroom library** books are organized in labeled tubs * **Organized system** for storing student coats/jackets and book bags * **Expectations, rewards, and consequences** for student behavior **and Schoolwide Discipline Plan** posted * **Character Education pledge** posted * **Fire Drill Exit Map** and **Tornado Emergency Plan** posted next to door * **Hall passes** readily accessible * **Current transportation information** posted for bus riders, van riders/walkers/car riders, and ASEP students * **Student name tags** organized and accessible to students * **Emergency bag** with information about student medications, current emergency contact information, and current transportation information * **Current student work** displayed in classroom and on bulletin board, labeled with date and objective |

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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I have received a copy of this feedback and had an opportunity to discuss it with the facilitator/administrator.

Teacher’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_