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

**“Checklist for Success”**

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| --- |
| **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.
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| **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
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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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_