

Start Up Procedures

- | | | |
|---|---|--|
| <input type="checkbox"/> <i>Introduction Call with Remote Coach</i>
<input type="checkbox"/> <i>Downloaded & watched remote coach introduction video</i>
<input type="checkbox"/> <i>Uploaded my introduction video</i> | <input type="checkbox"/> <i>Submitted Participation Information:</i>
<input type="checkbox"/> <i>Teacher Letter of Commitment</i>
<input type="checkbox"/> <i>Admin Letter of Commitment</i>
<input type="checkbox"/> <i>Teacher Video Consent Form</i>
<input type="checkbox"/> <i>Student Video Consent Forms</i>
<input type="checkbox"/> <i>Netbook Acknowledgement Form</i>
<input type="checkbox"/> <i>Video Camera Acknowledgement Form</i>

<input type="checkbox"/> <i>Daily Schedule (to TSR Coach)</i>
<input type="checkbox"/> <i>Lesson Plan (to TSR Coach)</i> | <input type="checkbox"/> <i>Received Classroom Material (if new TSR classroom):</i>
<input type="checkbox"/> <i>Remote Teacher's Binder for 2014-2015</i>
<input type="checkbox"/> <i>CIRCLE Manual</i>
<input type="checkbox"/> <i>Camera (case, plugs, etc.)</i>
<input type="checkbox"/> <i>Tripod</i>
<input type="checkbox"/> <i>SD Card</i>
<input type="checkbox"/> <i>Netbook</i>
<input type="checkbox"/> <i>Start-Up Kit (Hatch)</i>
<input type="checkbox"/> <i>School Readiness Kit (Lakeshore)</i>
<input type="checkbox"/> <i>State Approved Curriculum</i> |
|---|---|--|

Assignment Checklist

	Teachscape	BOY Walkthrough Video	Progress Monitoring
October	<input type="checkbox"/> completed Classroom Management course <input type="checkbox"/> completed On My Own assignment for Classroom Management course <input type="checkbox"/> completed assessment for Classroom Management course	<input type="checkbox"/> uploaded BOY walkthrough video <input type="checkbox"/> sent completed Classroom Environment Checklist (CEC) <input type="checkbox"/> completed feedback call	<input type="checkbox"/> completed BOY Progress Monitoring training <input type="checkbox"/> started BOY Phase 1 progress monitoring assessments
November	<input type="checkbox"/> completed Letter Knowledge course <input type="checkbox"/> completed On My Own assignment for Letter Knowledge course <input type="checkbox"/> completed assessment for Letter Knowledge course	<input type="checkbox"/> watched assigned videos from CIRCLE Online (2) <input type="checkbox"/> printed assigned scripted lessons from CIRCLE Online (2) <input type="checkbox"/> practiced assigned activities with my students <input type="checkbox"/> videotaped and uploaded video assignment #1 <input type="checkbox"/> watched feedback video of assignment #1 <input type="checkbox"/> had feedback call with coach <input type="checkbox"/> videotaped and uploaded video assignment #2 <input type="checkbox"/> watched feedback video of assignment #2 <input type="checkbox"/> had feedback call with coach	<input type="checkbox"/> completed BOY Phase 1 progress monitoring assessments <input type="checkbox"/> started BOY Phase 2 progress monitoring observables <input type="checkbox"/> completed BOY Web Report training <input type="checkbox"/> reviewed my BOY progress monitoring reports
December	<input type="checkbox"/> completed Read Aloud course <input type="checkbox"/> completed On My Own assignment for Read Aloud course <input type="checkbox"/> completed assessment for Read Aloud course	<input type="checkbox"/> watched assigned video from CIRCLE Online (1) <input type="checkbox"/> practiced assigned activity with my students <input type="checkbox"/> videotaped and uploaded video assignment #1 <input type="checkbox"/> watched feedback video of assignment #1 <input type="checkbox"/> had feedback call with coach	<input type="checkbox"/> completed BOY Phase 2 progress monitoring observables
	Other <input type="checkbox"/> reviewed, signed, and returned incentive pay progress report		
January	<input type="checkbox"/> completed Building Vocabulary course <input type="checkbox"/> completed On My Own assignment for Building Vocabulary course <input type="checkbox"/> completed assessment for Building Vocabulary course	<input type="checkbox"/> watched assigned videos from CIRCLE Online (2) <input type="checkbox"/> printed assigned scripted lessons from CIRCLE Online(2) <input type="checkbox"/> practiced assigned activities with my students <input type="checkbox"/> videotaped and uploaded video assignment #1 <input type="checkbox"/> watched feedback video of assignment #1 <input type="checkbox"/> had feedback call with coach <input type="checkbox"/> videotaped and uploaded video assignment #2 <input type="checkbox"/> watched feedback video of assignment #2 <input type="checkbox"/> had feedback call with coach	<input type="checkbox"/> started MOY Phase 1 progress monitoring assessments

February	Teachscape <input type="checkbox"/> completed Phonological Awareness course <input type="checkbox"/> completed On My Own assignment for Phonological Awareness course <input type="checkbox"/> completed assessment for Phonological Awareness course	Video Assignment <input type="checkbox"/> watched assigned videos from CIRCLE Online (2) <input type="checkbox"/> printed assigned scripted lessons from CIRCLE Online (2) <input type="checkbox"/> practiced assigned activities with my students <input type="checkbox"/> videotaped and uploaded video assignment #1 <input type="checkbox"/> watched feedback video of assignment #1 <input type="checkbox"/> had feedback call with coach <input type="checkbox"/> videotaped and uploaded video assignment #2 <input type="checkbox"/> watched feedback video of assignment #2 <input type="checkbox"/> had feedback call with coach	Progress Monitoring <input type="checkbox"/> completed MOY Phase 1 progress monitoring assessments <input type="checkbox"/> started MOY Phase 2 progress monitoring observables <input type="checkbox"/> reviewed my MOY progress monitoring reports <input type="checkbox"/> used reports to plan and implement small group instruction
	Teachscape <input type="checkbox"/> completed Social Emotional Development course <input type="checkbox"/> completed On My Own assignment for Social Emotional Development course <input type="checkbox"/> completed assessment for Social Emotional Development course	Video Assignment <input type="checkbox"/> watched assigned videos from CIRCLE Online (2) <input type="checkbox"/> printed assigned scripted lessons from CIRCLE Online (2) <input type="checkbox"/> practiced assigned activities with my students <input type="checkbox"/> videotaped and uploaded video assignment #1 <input type="checkbox"/> watched feedback video of assignment #1 <input type="checkbox"/> had feedback call with coach <input type="checkbox"/> videotaped and uploaded video assignment #2 <input type="checkbox"/> watched feedback video of assignment #2 <input type="checkbox"/> had feedback call with coach	Progress Monitoring <input type="checkbox"/> completed MOY Phase 2 progress monitoring observables
April	Teachscape <input type="checkbox"/> revisited assigned course	Video Assignment <input type="checkbox"/> watched assigned videos from CIRCLE Online (2) <input type="checkbox"/> printed assigned scripted lessons from CIRCLE Online (2) <input type="checkbox"/> practiced assigned activities with my students <input type="checkbox"/> videotaped and uploaded video assignment #1 <input type="checkbox"/> watched feedback video of assignment #1 <input type="checkbox"/> had feedback call with coach <input type="checkbox"/> videotaped and uploaded video assignment #2 <input type="checkbox"/> watched feedback video of assignment #2 <input type="checkbox"/> had feedback call with coach	Progress Monitoring <input type="checkbox"/> started EOY Phase 1 progress monitoring assessments <input type="checkbox"/> started EOY Phase 2 progress monitoring observables
		EOY Walkthrough Video <input type="checkbox"/> uploaded EOY walkthrough video <input type="checkbox"/> sent completed CEC <input type="checkbox"/> completed feedback call	
May	Teachscape	Video Assignment	Progress Monitoring <input type="checkbox"/> completed EOY Phase 1 progress monitoring assessments <input type="checkbox"/> completed EOY Phase 2 progress monitoring assessments
	Other <input type="checkbox"/> reviewed, signed, and returned incentive pay documents		