



Notes about Sample Provider Structure:

1. The team inspected the UG (Elem, Middle, Secondary) and Alt Cert (Elem, Middle, Secondary) programs.
2. At the Middle and Secondary levels in both pathways, only ELA and Math were directly inspected. The team examined Sci/SS as a means to understand reading across content
3. There is significant overlap in the UG Elem and UG Middle Grades coursework.
4. The UG Elem program was the largest program.
5. The program has a 2 day lag between observation and post-observation conference (thus lots of TC observations on Tuesday, followed by Thurs. post-observation conferences).

Notes on Sample Team:

There were five inspectors w/ following expertise:

- Inspector 1: Elementary Literacy
- Inspector 2: Elementary Mathematics
- Inspector 3: Secondary Math
- Inspector 4: Secondary ELA
- Inspector 5: Elementary Generalist

Color coding key (activity applicable to following program level - pathway noted in text)

Elementary

Middle

Secondary

All Levels

NOTE: This sample schedule is meant to serve as an illustrative example of what a schedule may look like. Each on-site review schedule is carefully tailored to fit the individual provider's unique structure and programming.

Day 1

	Inspector 1	Inspector 2	Inspector 3	Inspector 4	Inspector 5
8am					
9am					
10am					
11am					
12pm					
1pm					
2pm					
3pm					
4pm	4pm Introductory Briefing				
5pm					
6pm					

COLOR CODING KEY

Elem

Middle

Secondary

All Levels

Day 2

	Inspector 1	Inspector 2	Inspector 3	Inspector 4	Inspector 5
8am	Document Review Including video of relevant pre-conferences for upcoming observations	Document Review Including video of relevant pre-conferences for upcoming observations	View Pre-Conference videos	View Pre-Conference videos	Course Observation (UG) EDEL 3XXX Foundations of Reading
9am	9am - 9:45am TC Observation (UG) 3rd Grade ELA 9:50am - 10:15am Principal Interview (UG)	9:30am - 10:30am TC Observation (ALT CERT) 1st Grade ELA 10:30am - 11am Principal Interview (ALT CERT)	9:25am - 10:20am TC Observation (ALT CERT) Secondary Math	9:15am - 10:15am TC Observation (UG) 4th Grade Math 10:20-10:40 Principal Interview (UG)	9-10am View Pre-Conference videos
11am	11:20am - 12:05pm TC Observation (UG) 7th Grade English	11am - 11:50am TC Observation (ALT CERT) 4th Grade Math	Document Review	11am - 11:45am TC Observation (UG) 4th Grade SS 11:45am - 12:40pm TC Observation (UG) 2nd Grade Math	10:15am - 11:15am TC Observation (UG) K-2nd Structured Learning
12pm	LUNCH	LUNCH	LUNCH		LUNCH
1pm	Document Review	1pm - 2pm Course Observation (UG) EDSE 4XXX Secondary Content Planning & Strategies	1:00 - 1:45 pm TC Observation (ALT CERT) Secondary English 1:51pm - 2:44pm TC Observation (ALT CERT) Secondary English	LUNCH	1pm - 1:50pm TC Observation (ALT CERT) 3rd Grade Math 2:00 - 2:15 Principal Interview (ALT CERT)
2pm	2pm - 3pm TC Observation (UG) 8th Grade English	2:30-3pm Principal Interview (ALT CERT)		2:30pm - 3:30pm TC Observation (UG) 1st Grade ELA 3:30-3:45 Principal Interview (UG)	
3pm	3:15 - 3:45 pm Principal Interview (UG)	3pm Course Observation (ALT CERT) Secondary Cluster	3pm Principal Interview (ALT CERT)		3pm - 4pm Course Observation (ALT CERT) EDEL 4000 Elementary Cluster
4pm	4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting
5pm	5pm Daily Team Meeting				
6pm					
7pm			7-8pm Course Observation (All Levels, ALT CERT) Classroom Management Seminar		

Day 3

	Inspector 1	Inspector 2	Inspector 3	Inspector 4	Inspector 5
8am	8:30am - 9:30am Course Observation (UG) EDME 4XXX Classroom and Behavior Management	8:15am - 9:15am Course Observation (UG) EDME 3XXX Math Methods	8am - 9:00am Course Obs (ALT CERT) EDSE 4XXX Supporting Student Success	8am - 9:00am Course Observation (UG) EDEE 4XXX Content Area Literacy	8:45am - 9:45am Course Observation (ALT CERT) EDEE 3XXX Children's Literacy and Literature
9am					
10am	10-11am Content Faculty Interview (UG)	10-11am Content Faculty Interview (UG)	10:00am - 10:45pm TC Observation (ALT CERT) 7th Grade Math	10:00am - 10:45pm TC Observation (ALT CERT) 8th Grade English	10:45- 11:15 am TC Observation (ALT CERT) 5th Grade Math
11am	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12pm	12pm - 1pm Course Observation (UG) EDEE 4XXX Classroom and Behavior Management	12pm - 1:00pm Course Observation (UG) EDEE 4XXX Teaching of Science	Course Observation (ALT CERT) Watch Video: EDME 3XXX Disciplinary Literacy	12pm - 12:30pm Interview Professional Development Facilitator	12pm - 12:45pm TC Observation (ALT CERT) 5th Grade ELA
1pm			1-2pm Course Observation (UG) EDSE 4XXX Content Methods		1:00pm - 1:55 Course Observation (UG) EDEE 4XXX Mathematics Methods
2pm	2-2:45 pm TC Observation (UG) Secondary English	2pm - 2:30pm Interview Teacher Education Department Chair		2pm - 2:30pm Interview Certification Officer	2-2:25 pm Phone Interview: HS Principal (UG)
3pm	3:00 - 3:40 TC Observation (UG) Secondary Biology 3:45-4:15 pm Recent Grad Group Interview (UG) 4:30-5:00pm Prep for Team Meeting	3:30pm - 4:15pm Course Observation (UG) EDSE 4000 Secondary Student Teaching 4:30-5:00pm Prep for Team Meeting	3pm - 3:30pm Interview SD Deputy Superintendent	3pm - 3:30pm Interview Deputy Superintendent (Second SD) 3:30pm - 4pm Interview Assistant Superintendent Human Resources	3pm - 4pm Content Faculty Interview (ALT CERT)
4pm			4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting
5pm	5pm Daily Team Meeting - College of Education Room 203				
6pm			6-7pm Recent Grad Group Interview (UG)	6-7pm Recent Grad Group Interview (UG)	

Day 4

	Inspector 1	Inspector 2	Inspector 3	Inspector 4	Inspector 5
8am	8:15am - 9:15 am TC Observation (UG) Secondary Math (Algebra)	8:30am - 9am Post-Conference 9am - 9:30am Post-Conference	Document Review	8:15am - 8:40am Post-Conference 8:45am - 9:15am Post-Conference	8am - 9:00am Video Course Observation (ALT CERT) EDEL 3XXX Foundations of Reading and Language Acquisition
9am	9:25am -10 am TC Observation (ALT CERT) Secondary Science (Chemistry)		9:15-10am TC Observation (ALT CERT) Secondary Math (Calc)	9:45 - 10am Principal Interview (UG)	9:45 - 10am Mentor Teacher Interview (UG)
10am	Course Observation (ALT CERT) Watch Recorded Middle Level Cluster	Course Observation (ALT CERT) Watch Recorded EDEE 3XXX Introduction to Teaching and Assessment	10:10am - 10:35am Principal Interview (UG) 10:40am - 11am Post-Conference	10am - 10:30am Post-Conference	Document Review
11am	11:00am - 11:30am Post-Conference		11:09am - 11:20am Alum Interview (UG)	11:10am - 12pm TC Observation (UG) Secondary English	Video Course Observation (ALT CERT) Assessment in Teaching
12pm	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1pm	1-1:30pm Post-Conference 1:35-2:10 TC Observation (UG) 6th Grade Math	1 pm - 2:30pm Course Observation (UG) EDSE 4XXX Assessment in the Secondary Class		1:00 - 1:15 Principal Interview (UG) 1:20am - 2pm TC Observation (UG) Secondary History	1pm - 1:30pm Post-Conference
2pm	2:30pm - 3pm Post-Conference		2:30pm - 2:55pm Principal Interview (ALT CERT) 2:55pm - 3:15pm Alum Interview (ALT CERT)	2 - 2:40 TC Observation (UG) Secondary Calculas	2pm - 2:30pm Post-Conference
3pm		3pm - 4pm Data Discussion	3:35pm - 3:55pm Post-Conference	3pm - 4pm Content Faculty Interview	2:45 - 3:15 Principal Interview (UG)
4pm	4pm-4:30pm Interview with Alum Panel (ALT CERT) 4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting	4:30-5:00pm Prep for Team Meeting

5pm	5pm Daily Team Meeting - Education Room 203				
6pm					
Day 5					
	Inspector 1	Inspector 2	Inspector 3	Inspector 4	Inspector 5
8am		8:30am-9:30am Course Observation (UG) EDEE 3XXX Foundations of Reading 2	8:30am - 9:30 am Course Observation (UG) EDSE 3XXX Reading Across Disciplines		Document Review
9am				Document Review	
10am	10am - 11:15am Course Observation (UG) EDEE 3XXX Introduction to Teaching and Assessment				
11am					
12pm	12pm Final Oral Debrief - College of Education Room 203				
	COLOR CODING KEY				
	Elem				
	Middle				
	Secondary				
	All Levels				

SCHEDULE SUMMARY

Teacher Candidate Observation

	Elementary	Middle	Secondary
Traditional	3rd ELA 4th Math 4th SS 2nd Math 1st ELA K2 Struct Learning	7th ELA 8th ELA 6th Math	ELA Bio Algebra ELA History Calc
Alternate	1st ELA 4th Math 3rd Math 5th Math 5th ELA	8th ELA 7th Math	Math ELA ELA Calc Chem

Principal Interview

	Elementary	Middle	Secondary
Traditional	xxxxx	x	xxx
Alternate	xxx	x	xx

Course Observation

	Elementary	Middle	Secondary
Traditional	Fdtns of Rdg Class/Beh Manag Teaching of Science Content Area Lit Math Methods Teaching Assess Fdtns of Rdg 2	Class/Beh Management Math Methods	Content Planning & Strategies ST Content Methods Assessment Reading across Disciplines
Alternate	Elem Cluster CM Seminar Children's Lit Teaching and Assess Rdg/ Lang Acq	CM Seminar Middle Level Cluster Disciplinary Reading	Secondary Cluster CM Seminar Supporting S Success Assessment in Teaching

Teacher Candidate/Completer Interview (incl group interview)

	Elementary	Middle	Secondary
Traditional	x	x	xx
Alternate	x	xx	x

Faculty/Staff Interview (incl group interview)

	Elementary	Middle	Secondary
Traditional	x	x	x
Alternate	x	x	x