

TT1: Long-Range Plan

Teacher's name _____ Contract level _____
 District _____ School _____
 Academic year _____ Evaluation period Preliminary Final
 Course _____

Section I: Student Information (Key Element 1.A)

- ◆ *Describe the student information that you feel will have the most impact on the way you plan and deliver instruction.*

(Check one of the following two options.)

- The student information is described in a separate document. (Note: A copy of this document must be included in the dossier.)
- The student information is described in the table below.

Important Student Information (Key Element 1.A)		
Factor <i>(e.g., gender, SES, reading levels)</i>	Description <i>(in terms of your students)</i>	Source(s) <i>(if needed)</i>

- ◆ *Reflect on the student information (Key Element 1.A): (1) Why do you feel that this student information is of primary importance, and (2) how did and will you use this student information to guide the development of your long- and short-range plans?*

Section II: Long-Range Learning and/or Developmental Goals (Key Element 1.B)

- ◆ *Describe the long-range learning/developmental goals that you have established for your students in the subject/course.*

(Check one of the following two options.)

- The long-range learning and/or developmental goals are described in a separate document. (Note: A copy of this document must be included in the dossier.)
- The long-range learning and/or developmental goals are described in the table below.

Long-Range Learning and/or Developmental Goals (Key Element 1.B)

- ♦ *Reflect on the long-range learning and/or developmental goals (Key Element 1.B): Of the long-range learning and/or developmental goals you have established, which goals do you believe are the most important for all students to achieve, and why?*

Section III: Instructional Units (Key Element 1.C)

- ♦ *Describe the instructional units, in sequence, for this course.*
(Check one of the following two options.)
- The instructional units are described in a separate document. (Note: A copy of this document must be included in the dossier.)
- The instructional units are described in the table below.

Unit Topic or Description (Key Element 1.C)	Unit Length (i.e., approximate number of lessons)

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- ◆ **Reflect on the instructional units (Key Element 1.C):** How did you determine your instructional sequence and the amount of time to be spent on each unit of instruction?

Section IV: Assessment of Student Performance (Key Element 1.D)

- ◆ **Describe (1) the major course assessments, (2) the evaluation criteria for the course, (3) the way(s) in which you will report overall student progress and achievement, and (4) your system for maintaining records of student progress and achievement for this course.**

(Check one of the following two options.)

- The assessment information is described in a separate document. (Note: A copy of this document must be included in the dossier.)
- The assessment information is described below.

- ◆ **Reflect on student performance (Key Element 1.D):** (1) How did you determine that your major assessments are appropriate for evaluating student progress and achievement, and (2) What did or will you do to help your students and their parents understand (a) the evaluation criteria you have established for the course as well as (b) the reports they receive regarding the student's overall progress and achievement in the course?

Section V: Classroom Management (Key Element I.E)

- ◆ **Describe your expectations for student behavior during instruction and during noninstructional routines. Write your description as though you were explaining these expectations to your students and their parents.**

(Check one of the following two options.)

- The explanation for student classroom behavior during instruction and during noninstructional routines is described in a separate document. (Note: A copy of this document must be included in the dossier.)
- The explanation for student classroom behavior during instruction and during noninstructional routines is described below.

- ◆ ***Reflect on classroom management (Key Element 1.E):*** *What are the most important considerations in managing the classroom to maximize instructional time, and why do you believe them to be important?*

Section VI: **Additional Teacher Comments** *(optional)*