

## Suggested Sequence of Tasks

→	Task 9.1 Classroom Management System Do first, regardless of when hired		Task 11.1 Open House Recommended to be completed at beginning of school year regardless of when hired	
	Files to Collect	Recommended Tasks	Semester/Long term Tasks	Recommended Observations
1st Semester/Phase	2.1 Written Communication from Teacher *12.3 Resource Materials from the Web	4.1_2 Lessons to teach Creative and Critical Thinking *6.1, 6.2, 6.3 All Ethics Tasks  *7.1 Assessing Developmental Characteristics *7.2 Assessing Learning Modalities  *11.3 Kids in Crisis *12.2 Computer-Enhanced Management of Instruction	11.4 Case Study of a Student Needing Assistance 1.4 Case Study of a Student Needing Assistance  <b>NOTE: Same Task with Different Rubrics</b>	11.2 Parent/Teacher/Student Conference 2.2 Evaluation of Videotaped Teaching (#1)  2.2 Evaluation of Videotaped Teaching (#2) 2.3 Interaction between Teacher and Students 5.4 Observation for Diversity 9.4 A Productive Classroom Environment
2nd Semester/Phase	2.1 Written Communication from Teacher (cont)  *12.3 Resource Materials from the Web (cont) 4.4 Critical Thinking Strategies and Materials File 10.2 Semester Planning Record and Analysis Journal *10.3 Comprehensive Resource File	5.1 A Demographic Study of Your Students and A Plan to Meet Their Needs 5.2 Documentation of Diversity Accommodations 3.2 School Improvement Team Involvement 12.1 Computer-Enhanced Instructional Delivery (Webquest) *9.3 Case Study on Classroom Management and Motivation	5.3 Individual Planning for Intervention  7.3 Student Attitudes about School and Learning	2.2 Evaluation of Videotaped Teaching (#3)
3rd Semester/Phase	4.4 Critical Thinking Strategies and Materials File (cont)  *10.3 Comprehensive Resource File (cont) 4.3 & 8.2 Portfolio of Student Work  <b>NOTE: Same Task with Different Rubrics</b>	8.1 Interdisciplinary Unit  8.3 Integrating Literacy Skills in Instruction 8.4 Integrating Mathematics Skills in Instruction 1.1 Unit Exam/Semester Final Assessment 1.2 Alternative Assessment 9.2 Cooperative Learning Activity 3.1 Professional Development Plan	10.1 Semester/Year Curriculum Plan Individual Unit Plan  1.3 Classroom Assessment System 1.5 Demonstration of Positive Student Outcomes	<div style="border: 1px solid black; padding: 5px; width: fit-content;">                     These tasks are interrelated and overlap. Some products can be used for multiple tasks.                 </div>

\* These tasks do not require students or a classroom and could be completed during time when school is not in session.