AR Teacher Excellence Support System

EXAMPLES of ARTIFACTS

Note: This is a brainstormed list of possible artifacts. Teachers should use artifacts that are reflective of their own work. The following are examples ONLY and not meant to provide an exhaustive list.

Domain 1: Planning and Preparations

a. Knowledge of Content and Pedagogy
   - Standards/Pacing Guides with notations
   - Task Analysis of Prerequisite Skills
   - Research Articles on Content & Pedagogical Approaches
   - Lesson Plans
   - Units of Study
   - Pre-Conference

d. Knowledge of Resources
   - Internet Usage Report/Log
   - Virtual Tours Report/Log
   - Sign-in Computer Lab
   - In-class Library Listing
   - Guest Speaker & Guests Log
   - Parent Partner List
   - Resource Log

b. Knowledge of Students
   - Data Analysis/Test Scores/Data Notebook
   - Child Development Research
   - Child Development Charts
   - Student Learning Profiles
   - Surveys and Inventories (interest, learning styles, etc.)
   - Assessments (reading, language, content, etc.)
   - IEPs, AIPs, 504 Modification Plans
   - Pre-Conference

e. Designing Coherent Instruction
   - Lesson Plans
   - Units of Study
   - Pacing Guides/Instructional Maps
   - Modification Plans
   - Grouping Matrix

f. Designing Student Assessments
   - Lesson Plans
   - Example Assessments
   - Rubrics
   - Checklists
   - Modification Plans
   - Self-Assessment and Peer-Assessment Instruments
   - Assessment Matrix
   - Various Formative Assessments
   - Student Progress Template
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Domain 2: Classroom Environment

a. Creating Environment of Respect and Rapport
   - Action Plan
   - Respect Worksheets/Activities
   - Lesson Plans with Activities that Reflect Students’ Interest

b. Establishing a Culture for Learning
   - Mission Statement
   - Class Motto
   - Norms/Rules
   - Student Assignment Revision Checklist
   - Peer Review Worksheet
   - Student Incentives
   - Performance Management/Action Planning and Reflection
   - Lesson Plans

c. Managing Classroom Procedures
   - Rubric for Working as a Group
   - Grouping Plan
   - Classroom Transition Plan
   - Materials and Supplies Management Plan
   - Homework Policy/Plan/Procedures/Folder
   - Teaching Routine Checklist
   - Procedure/Routine for Non-Instructional (Poster or Checklist)
   - Volunteer/Para-Professional Check-in/Sign-in
   - Volunteer/Para-Professional Agenda/Plan/Activities

d. Managing Student Behavior
   - Behavior Management Plan
   - Posted Rules/Norms
   - Code of Conduct
   - Office Referrals
   - Parent Contact Log with Notations of Behaviors
   - Student Behavior Checklists

e. Organizing Physical Space
   - Safety Checklist
   - Drawing of Room Arrangement
EXAMPLES of ARTIFACTS

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Domain 3: Instruction

a. Communicating with Students
   - Lesson Plans
   - Units of Study
   - Graphic Organizers
   - Expectations for Learning Charts
   - Printed Directions and Procedures
   - Modification Plans
   - Examples of Student Presentations/Plans
   - Teacher’s Peer-Review Report/Feedback

b. Using Questions & Discussion Techniques
   - Lesson Plans
   - List of Questions for each Lesson
   - Examples of Student Questions
   - Self-Assessment of Questioning Strategies Checklist/Template
   - Norms/Guidelines for Student Discussion/Participation
   - Discussion Rubric
   - Student Participation Checklist
   - Units of Study

c. Engaging Students in Learning
   - Lesson Plans
   - Differentiation Plan
   - Assignments (Problem-based, Enrichment, Differentiated, Extension)
   - Learning Contracts
   - Student Engagement Checklist
   - Alternative Project Proposal
   - Grouping Plan
   - Units of Study

d. Using Assessment in Instruction
   - Printed Assessment Criteria
   - Student-made Assessment Example(s)
   - Examples of Variety of Assessments (Formative & Summative)
   - Rubrics
   - Self-Reflection/Assessment Instrument
   - Examples of Written Feedback to Students
   - Exit Tickets
   - Lesson Plans
   - Units of Study

e. Demonstrating Flexibility and Responsiveness
   - Lesson Plans
   - KWL
   - Rewards/Incentives
   - Teacher and/or Peer Observation Form
EXAMPLES of ARTIFACTS

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Domain 4: Professional Responsibility

a. Reflecting on Teaching
   - Post-Conference
   - Lesson Reflection Questionnaire
   - Learning Logs
   - Action Planning and Reflection Chart
   - Lesson Plans

b. Maintaining Accurate Records
   - Grades (hard copy and on-line)
   - Attendance Log
   - Assignment Checklist/Log
   - Homework Record
   - Student Progress Report
   - Report Cards
   - Permission Slips
   - Health Records/Requirements
   - Student Profile
   - Student Portfolios
   - Field Trip Brochure/Maps/Bus Information, Etc.
   - Volunteer File
   - Behavior Contracts
   - Notes Sent and Received from Home

c. Communicating with Families
   - Contact Log
   - Web Site
   - Notes Sent and Received from Home
   - Newsletters
   - Syllabus
   - Parent/Teacher Conference Record
   - Parent Night Sign-in and Agenda

d. Participating in a Professional Community
   - PLC Meeting Agendas/Minutes
   - Grade-Level or Content Meeting Agendas/Minutes
   - Study Group Agendas/Assignments
   - School Project Pictures/Plan/Outcomes
   - Portfolio of School-Related Participation
   - Teacher-Facilitated Professional Development
   - Profession Community Log

e. Growing and Developing Professionally
   - Course Work Syllabus, Certificate and/or Transcript
   - Professional Development Log/Printout/Certificates
   - Individual Professional Growth Plan
   - Research Material Folder

f. Showing Professionalism
   - Department Chair Verification
   - Committee Chair Verification
   - List of Tutors