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**Center for Skillful Teaching and Leading**

**MCPS Office of Human Resources and Development**

***Assignments for Observing and Analyzing Teaching 1 – Due Day 4***

**Reading to Prepare for Day 4**

* *The Skillful Teacher*
  + Chapter 9: “Clarity,” pp. 190-215
  + Chapter 16: “Objectives,” pp. 380-385
  + Part 3: “Introduction to Motivation,” pp. 257-260 (review)

## Observation and Writing Practice

* + Using your notes and information about the “Wendy Burger” video seen in class, write a balanced CEIJ that describes her skill in communicating standards.
  + Observe at least 30 minutes of a class and take literal notes.
  + After the observation, read over your notes and fill in anything that will help make your notes understandable. Bring your notes to class on Day 4. You will use them during an exercise about analysis of notes.
  + Based on that lesson, write…

|  |
| --- |
| * Context paragraph [heading and text] |
| * Objective / planning paragraph |
| * At least one **CEIJ** paragraph from an area other than “Framing” and “Standards.” |

* + Identify a student who is under-performing based on current data. Visit two or three different classes where the student is present for five to ten minutes each. Capture evidence of expectation messages the student receives. Complete the “Capturing Evidence of Expectation Messages” worksheet based on the data you gather.

**Optional:** Meet with a teacher to review his/her lesson plan. What evidence do you see of the teacher planning for student mastery of the content? If mastery is not the focus, make note of what caused it to be problematic.

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**Analyst’s Notebook** [To be shared with colleagues on Day 6]

Continue compiling your Analyst’s Notebook. Review the information discussed in class. Identify pages from the notebook, the text, or handouts that you would find useful to have accessible during the observation, conferencing, and writing process. Review notebook pp. 465-466 for ideas. Organize the notebook in a way that will work for you.

**Goal Setting**

Look back over the content and skills addressed in today’s class. Write personal goals to focus your thinking and learning.