12 Week Lesson Plan Evaluation Cycle

The lesson plan evaluation component will be graded separately from the lesson delivery evaluation. The Program supervisor will provide all written feedback within Taskstream, so it will be important to confirm at the first meeting with the student that they have a current subscription through the entire duration of their student teaching assignment.

The following steps will support the student teacher in the area of lesson planning:

1st Evaluation

1. Two days prior to the scheduled delivery of the lesson, the student will share their lesson plan with the Program supervisor within Taskstream.
2. The Program supervisor will provide extensive feedback, on each component of the lesson plan within Taskstream. This is the initial review of the lesson plan which will be discussed during the pre-observation conference call.
3. One day prior to the scheduled delivery of the lesson the student and Program supervisor will have a pre-observation conference call to go over the feedback on the first lesson plan. This will be the only lesson plan during the student teaching assignment that the student will be able to revise before the lesson is scored using the Critical Components of Lesson Design Rubric.
4. After the pre-observation conference call the student will revise the lesson plan based on the Program supervisor’s feedback.
5. Once complete the student will upload the lesson plan to the DRF in Taskstream for the specific student teaching course they are enrolled. The student will also email a copy of the revised lesson plan to the Supervising Practitioner and Program supervisor prior to the performance evaluation.
6. The student will then upload the lesson plan to the DRF in Taskstream for the specific student teaching course they are enrolled.
7. The Program supervisor will evaluate the lesson plan in the DRF using Critical Components of Lesson Design Rubric and transfer the numeric score to the student’s gradebook in RioLearn.

2nd Evaluation

1. Two days prior to the scheduled delivery of the lesson, the student will share their lesson plan with the Program supervisor (within Taskstream) as well as upload the lesson plan to the DRF within Taskstream under the specific student teaching course they are enrolled.
2. The student teacher will email the lesson plan to their Supervising Practitioner and Program supervisor prior to the performance evaluation.
3. Within the DRF the Program supervisor will evaluate and provide feedback for the lesson plan using the Critical Components of Lesson Design Rubric this feedback may influence lesson delivery.
4. One day prior to the scheduled evaluation, the student and Program supervisor will have a pre-observation conference call to discuss possible strategies to enhance the lesson delivery.
5. The Program supervisor will transfer the numeric score from the DRF in Taskstream to the student’s gradebook in RioLearn.
6. Please note: the student may choose to revise the lesson plan based on the pre-observation conference call; however this will not influence the initial score.

3rd Evaluation

6/21/2016
1. Two days prior to the scheduled delivery of the lesson, the student will **share** their lesson plan with the Program supervisor (within Taskstream) as well as upload the lesson plan to the DRF within Taskstream under the specific student teaching course they are enrolled.
2. The student teacher will email the lesson plan to their Supervising Practitioner and Program supervisor prior to the performance evaluation.
3. Within the DRF the Program supervisor will evaluate and provide feedback for the lesson plan using the *Critical Components of Lesson Design Rubric* this feedback may influence lesson delivery.
4. One day prior to the scheduled evaluation, the student and Program supervisor will have a pre-observation conference call to discuss possible strategies to enhance the lesson delivery.
5. The Program supervisor will transfer the numeric score from the DRF in Tastream to the student’s gradebook in RioLearn.
6. Please note: the student may choose to revise the lesson plan based on the pre-observation conference call; however this will not influence the initial score.