

Artifact Checklist

Teacher _____

School _____

Administrator _____

Assignment _____

| DOMAIN 1: PLANNING AND PREPARATION | |
|-----------------------------------------------------|---------------------------------|
| | Artifact Submitted |
| 1a. Demonstrating Knowledge of Content and Pedagogy | |
| 1b. Demonstrating Knowledge of Students | |
| 1c. Selecting Instructional Goals | |
| 1d. Demonstrating Knowledge of Resources | |
| 1f. Designing Coherent Instruction | |
| 1e. Assessing Student Learning | |
| Comments: | |
| DOMAIN 4: PROFESSIONAL RESPONSIBILITIES | |
| | Artifact Submitted |
| 4a. Reflecting on Teaching (Required) | Educator Reflection Form |
| 4b. Maintaining Accurate Records | |
| 4c. Communicating with Families | |
| 4d. Contributing to the School and District | |
| 4e. Growing and Developing Professionally | |
| 4f. Showing Professionalism | |
| Comments: | |

Teacher Signature

Date _____

Evaluator Signature

Date _____

Framework for Teaching

Possible Artifacts List

Examples of Possible Artifacts –Domain 1

1a. Knowledge of Content and Pedagogy

- Teachers' Pre-service Transcripts + Continuing Ed in the content area (PDC, Workshops)
- Lesson plans incorporating best practices
- Sharing new knowledge with peers
- In-Service Training
- Active involvement in Professional Learning Communities (logs, team agendas)
- Trouble-shooting (teacher writes a list of commonly made student errors)

1b. Knowledge of Students

- Review cumulative file of student
- Personal Plans of Progress
- Instructional Grouping Techniques
- Student profile worksheets
- Index cards with student information
- Lesson plans reflecting differentiated instructions (awareness of students needing accommodations and awareness of developmental and cognitive abilities)
- Kan-Ed Learning styles test

1c. Selecting Instructional Goals

- Lesson Plans (show relationship to district curriculum & state standards)
- Standards are posted in the classroom.
- Curriculum (map, calendar)
- Evidence of modified curriculum (intervention plans, IEPs, enrichment)
- PLC/Team Agendas and minutes

1d. Knowledge of Resources

- List of resources with varying levels to accommodate students (notes, assessments, anecdotal records).
- Demonstration of school/community resources (library, Arts Partners, AAF). Could use lesson plans.
- Classroom budget money is spent on substantive educational resources (ex. Kagan materials vs. stickers)
- Record of human resources (i.e. speakers, parent volunteers, civic groups, museums, classroom visitors, field trips).
- Use of grant, Andover Advantage Grant
- Evidence of collaboration and learning with peers and colleagues.
- Classroom Inventory

1e. Designing Coherent Instruction

- Lesson plans show progression of complexity
- Curriculum Mapping

- Teacher & student reflection of lessons, learning, or feedback (written or oral).
- Student developed rubric (teacher) tied to specific goals.
- Concept Map – Advanced Organizer
- Meaningful/respectful tasks

1f. Assessing Student Learning

- Assignments & assessments including standards that are clearly identified.
- Documentation of how student learning of standards is assessed.
- Performance assessment tasks (student samples-exemplary)
- Rubrics
- Student portfolios with reflection
- Vary assessment techniques meeting all learning styles.

Examples of Possible Artifacts –Domain 4

4a. Reflecting on Teaching

- Educator Reflection Form (**Required**)
- Written reflection on a lesson taught
- Lesson plans with reflective notations
- Pre and Post Tests with explanations
- Anecdotal Records
- KPA, or PDC documentation
- Projects
- Portfolios
- Student Survey
- Audio/Video Tape of class lesson
- Samples of Student Work
- Peer Observations

4b. Maintaining Accurate Records

- Copy of Gradebook
- Copy of Seating Chart
- Copy of Lesson Plan Book
- Copy of Classroom Budget and/or Inventory
- Student Documentation

4c. Communicating with Families

- Parent Newsletter
- Notes to Parents
- Copies of e-mails to parents
- School Notes.com
- Classroom Webpage
- Parent e-mails
- Letters to parents
- Meet Your Teacher Night-Attendance
- Conference Summaries
- Parent Nights

4d. Contributing to the School and District

- List of School and District Committees
- Service to the Profession Log
- Record of outside activities that you sponsor
- Supplemental Assignments
- Volunteer and supervision activities

4e. Growing and Developing Professionally

- Kansas Performance Assessment.
- PDC documentation
- Summaries of workshops attended
- Reading Current Literature
- Best Practices Website reviews
- Action Research
- National Board Certification
- Mentoring
- Supervising Student Teachers
- Professional organization membership
- Teacher Awards – Golden Apple, Bright Red Apple, KTOY, Master Teacher
- Member of KEEN (Kansas Exemplary Educator Network)

4f. Showing Professionalism

- Professional organization leadership roles
- Leadership roles in the school or in the community
- Personal Adult Advocate
- Student Advocacy
- Student Based Support Team (SBST)